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Not all law firms are alike. But all successful law firms use advanced scanning technologies and document management to be more productive.



G|Y Partner Irwin Gilbert

Gilbert |Yarnell is a 30-year-old boutique litigation firm that handles a limited number of cases each year. With principal offices in Palm Beach Gardens, FL, its clients include local, national, and international companies, private lenders, real estate developers, construction companies, builders, industrial companies, technology companies, and commercial landlords.

The firm's primary area of practice is complex commercial litigation. The firm has handled significant trade secret litigation for one of the largest companies in the U.S. as well as unfair competition, fraud and probate litigation. In addition, the firm represents other attorneys in partnership dissolution, legal malpractice, contempt and sanction matters.

The firm's staff of five experienced attorneys were trained at large firms, and have a broad range of experience in complex and significant matters. Supported by five administrative professionals, they routinely handle complex cases in state and federal courts throughout the United States.

"We have a different model for our law firm," says Irwin Gilbert, senior partner in the firm. "Whereas a typical law firm has its attorneys handling as many as 50 or more cases at any one time, we take only 14 cases among all of our five attorneys. This ensures that we can give each client the attention needed without distraction, and that we can do justice to each case. These are complex cases that benefit from extreme focus."

"The practice of litigation has changed," Gilbert observes. "We operate in an electronic environment. Nearly all of the documents we encounter in discovery are very large electronic files with emails and PDFs. Almost all of the evidence we find is in form of emails. We can search for them electronically, and if necessary get court authorization to go into a network and find them."

"In this electronic environment, the most important piece of equipment in the office is an efficient, high-speed scanner," he says. "We take documents and scan them into evidence in a searchable format. When we send documents to federal court, we send motions with exhibits that have been scanned and uploaded to the court's electronic filing system. When I first began to practice law, we used a photocopier that was fed one page at a time with each in a plastic sleeve to keep the machine from shredding the original. Those days are long over.

"It is profoundly more efficient and profoundly more productive to use a scanner," says Gilbert. "Ten years ago, if the machine went down you lost all productivity. With a high-speed, high-quality and reliable scanner, you can achieve productivity in orders of magnitude, regardless of what type of law is practiced.

"With the use of a high quality scanner and the right software, one person can load a high number of sheets into the scanner. The scanner employs a critical technology that allows it to identify if a page is not straight, or if more than one page is loaded at a time. It stops, backs up and re-feeds the page. And because this all operates in an electronic environment, we save about \$4,000 per month in paper and toner we no longer have to buy and store.

"You have to have the right scanner, not the right printer or copier. We have used many types of scanners, and for reliability, robust design, cost, Ambir Technology offers a significant advantage over its competitors. We have an Ambir ImageScan Pro 960u workgroup scanner, and our staff people argue over who gets to use it. We're solving that problem by ordering more of them.

Key attributes of the workgroup scanner from Ambir is its Automatic Document Feed feature, which allows up to 100 sheets document pages to be scanned at a time, with a scanning speed of up to 60 pages per minute. Despite its compact footprint, the 960u captures images of everything from legal and letter size documents to identification and business cards. And it carries a three-year warranty.

"Today's litigation firm requires a scanner that is fast, durable, and easy to operate. And this is exactly what we have found in the Ambir ADF scanners, summarizes Gilbert. "The 960 is head and shoulders above the competition, and at a lower price point. It is the preferred imaging tool of his staff because of its superior value and performance."

