



Legal Industry Document Standards ("LIDS")

April 2009

PLTG MEETING

Goals



- ❑ Develop a relationship between the legal industry and Microsoft's Word Product Team
 - ❑ Communicate the document production needs of the legal industry
 - ❑ Have a voice in future product features and functionality

Foster Support



- ❑ Liaise with legal industry experts
 - ❑ To obtain their feedback and support
 - Other legal industry user groups
 - Involvement on a national level
 - Work with legal industry experts and Microsoft Partners

Standardize Legal Formats



- ❑ Review document production styles
 - ❑ Involve various law firms and practices
 - ❑ Representing small, medium and large firm needs
 - Review document styles
 - Compare style attributes and naming conventions
 - Identify formatting standards and style names
 - Establish legal industry best practices

Benefit

- Improve document collaboration between
 - Law firms
 - Co-counsel
 - Clients
 - Change the concept of document ownership

From **To Client Ownership**

Accomplishments



- ❑ Review of initial document collection from various law firms by Microsystems
 - ❑ Recommendations from Microsystems
- ❑ Support and interest from other legal industry experts
 - ❑ Encore Tech
 - ❑ Stephanie Krieger
- ❑ Representation from Microsoft

Tasks



- ❑ The LIDS team has
 - ❑ Reviewed the Normal.dot of nine participating law firms
 - Developed a Style Matrix
 - ❑ Prepare a “Wish List” for Microsoft
 - Same as Previous, etc.
 - ❑ Attend planning meetings
 - Conference Calls

Who's Involved



- ❑ Alston & Bird, Amy Villaba
- ❑ Clifford Chance, Katherine Cavanagh
- ❑ Cravath, Marsha Flowers, Lucia Sciorsci
- ❑ Fulbright, Colin Biddle
- ❑ Hawkins, Delafield, Helen Staloff
- ❑ Kelley Drye, Helen Blumenthal
- ❑ Latham & Watkins, Fred Guarnaccio
- ❑ Moses Singer, Carol Gerber
- ❑ Ropes & Gray, Sharon Decker
- ❑ Seward & Kissel, Roseann Wingate
- ❑ Sullivan, Christina Denzinger

Next Steps

- ❑ Expand involvement “a Collective Voice”
 - ❑ Are you interested in joining the LIDS Team?
 - ❑ Be part of the consensus on LIDS
 - ❑ Having your say in how Microsoft supports the legal industry
- ❑ Second Annual “A Day of Word”

Did I h “How do I GET INVOLVED”

NYWLUG.ORG

New York Word Legal User Group

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[LIDS](#)

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LIDS

Legal Industry Document Standards Initiative - (LIDS)

LIDS is a small group of WLUG Members working in concert with Microsoft and other legal industry experts and user groups, to explore opportunities to enhance legal document production procedures.

Our Mission Statement

We are committed to developing legal industry document styling and best practices to reduce production costs, maximize user productivity, and provide better client services.

Contributing Hosts

Alston & Bird
Amster Rothstein & Ebenstein
Cleary Gottlieb Steen & Hamilton
Clifford Chance
Cravath Swaine & Moore
Freshfields Bruckhaus Deringer
Kirkland & Ellis
Kramer Levin Naftalis & Frankel
Patterson Belknap Webb & Tyler
Phillips Nizer
Pillsbury Winthrop
Seward & Kissel
Simpson Thacher & Bartlett
Sullivan & Cromwell

LIDS Resources

[Styles Initiative Presentation](#)

[Style Combined Matrix](#)

Gregory Miller & Co.
Kraft Kennedy
Levit & James
Litera
Microsoft
Microsystems
Nuance
Dyaco Group

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To get involved

nywlug@gmail.com