

Law Offices of Joseph Kashi

Personal injury trial lawyer reduces operating costs by as much as 50% while improving client services using Adobe® Acrobat® software and Adobe PDF

Maximizing return on investment

Managing case documents was a time-consuming and costly process for attorney Joe Kashi until he adopted Adobe Acrobat Professional software and began handling case documents in Adobe Portable Document Format (PDF). Since then, Kashi has not only improved the services he delivers to clients but also estimates that the resulting administrative savings from using Adobe Acrobat and PDF have reduced his nonbillable operating costs by as much as 50%.

“Adobe Acrobat and Adobe PDF are an effective way to reduce costs and maximize the benefit of technology investments,” says Kashi. “The financial savings and efficiencies from using Acrobat and Adobe PDF are critical for personal injury trial lawyers, whose incomes vary from year to year. By substantially reducing nonbillable costs, we can transform a year of below-average revenues into a very profitable year.”

Reinventing the practice of law

Kashi, a personal injury trial lawyer serving residents in Alaska, began using Adobe software in 2003 and says it radically transformed his practice. With Acrobat and Adobe PDF, Kashi can personally and efficiently handle routine litigation tasks that previously required an experienced paralegal, such as assembling documents for production and discovery purposes. By converting all materials into OCR text-searchable Adobe PDF documents, he can usually find whatever he needs in seconds using Adobe Acrobat software or a network-aware file-search program.

When a client walks in the door, Kashi scans the client’s documents and converts them to Adobe PDF. He then adds electronic notes to the Adobe PDF files, both during the initial client meeting and afterward. By simply scanning documents once and converting them to Adobe PDF, Kashi can quickly copy and reuse scanned images in a variety of ways, including the preparation of discovery responses and mandatory disclosures, settlement brochures, exhibits, cross-examination materials, and opening and closing materials. In addition, acclaimed legal programs like CaseMap and Sanction can directly import Adobe PDF files.

Adobe software also gives Kashi more control over materials by locking content in Adobe PDF files to prevent recipients from making unauthorized changes. Materials secured in Adobe PDF files are also admissible as evidence in court.

Accelerating fact-finding and case development

Using Acrobat, Kashi can combine multiple document types—photos, typed letters, scanned materials, and other documents—into a single Adobe PDF file. This not only makes finding materials easier but also improves the presentation of documents. “With Acrobat and Adobe PDF, I’ve become more visual in my case preparation,” says Kashi. “I believe this is a more modern and more persuasive way to practice law and litigate cases.”

The ability to combine multiple document types, including audio testimony, video clips, photographs, and excerpts from exhibits, using Acrobat is most important when preparing trial briefs, which can then be easily mutated into visual accompaniments to opening and closing statements as well as into witness direct examination and cross-examinations. In addition, combining multiple Adobe PDF files, each with different evidentiary documents, into a single binder makes the preparation of discovery responses and disclosures easier.

LAW OFFICES OF JOSEPH KASHI

INDUSTRY

Legal

CHALLENGES

- Increase profitability by reducing nonbillable costs
- Improve courtroom presentations

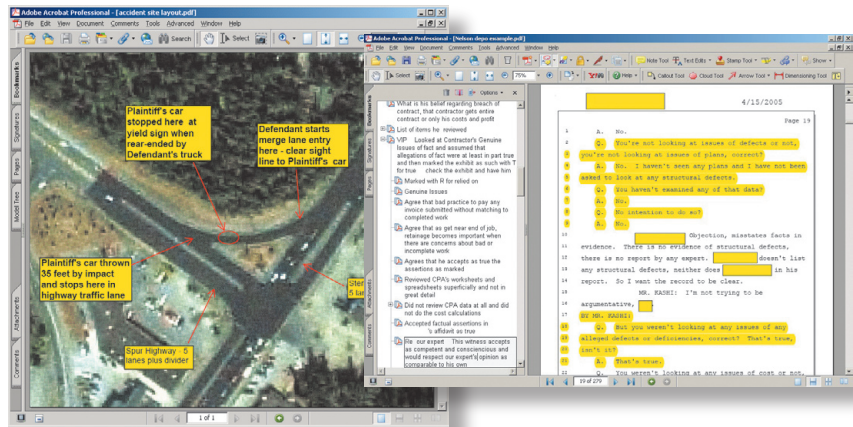
SOLUTION

- Document Generation
 - Document Control and Security
 - Process Management
- Joe Kashi, attorney-at-law, is using Adobe Acrobat and Adobe PDF to streamline managing and presenting case documents.

RESULTS

- Reduce operating costs by as much as 50%
- Develop more persuasive arguments
- Streamline the discovery process and case development
- Improve security by locking case content in Adobe PDF files

Attorney Joe Kashi has improved client services and reduced administrative costs using Adobe Acrobat and Adobe PDF. For example, for a traffic accident case he scanned an official government satellite photo—a certified copy of which is automatically admissible into evidence—converted it to Adobe PDF (left) and added explanatory notations using Acrobat. Kashi also leverages Acrobat and Adobe PDF if a witness's testimony differs from a prior deposition (right). By text-searching a deposition in PDF for key points, bookmarking the points, and then reorganizing the bookmarks, Kashi can create a cross-examination outline that automatically keys to the differing testimony.



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Joe Kashi,
attorney-at-law

“Using the same Acrobat file binder that I previously used for disclosures and for discovery responses is a much faster way of preparing trial exhibits,” says Kashi. “I already have all of the pertinent documents gathered, and I know that these documents have already been disclosed as required by the Alaska Rules of Civil Procedure.”

Increasing order in the court

The ability to quickly find and present relevant information is critical once a case goes to court. Kashi uses Acrobat and Adobe PDF to present information in the form of text, images, and video. For example, when working on a traffic accident case, Kashi can easily collect and display evidence, including satellite photos of roads in the area, video taken while driving through an accident site, written materials on road conditions, and other details. Explanatory annotations can be added to the Adobe PDF files to further strengthen the effect of the visuals.

“The impact of using Adobe PDF for court presentations is amazing,” says Kashi. “Jurors have exceptional visuals to support testimony—it makes a huge difference in the ability to illustrate concepts and situations and bring them to life.” Presenting this information during opening and closing arguments is easier than ever for Kashi. During trials, he often uses the zoom feature within Acrobat to highlight small details that a judge and jury might not otherwise be able to see in an 8x10 photograph print.

Kashi also realizes benefits from Acrobat when a witness's testimony differs from his or her prior deposition. By text-searching a deposition for key points, bookmarking the points, and then reorganizing the bookmarks, Kashi can create a cross-examination outline that automatically keys to the differing deposition testimony. He can also display the content in Adobe PDF to the judge and jury using an LCD projector, showing the highlighted portions of the differing deposition testimony.

Reengineering processes

For Kashi, Acrobat and Adobe PDF have enabled him to forge a better way of practicing law. “You're always searching for, duplicating, and filing paper, so the idea of truly transforming a law practice is at best theoretical when you're still dealing with paper,” says Kashi. “Fortunately, Acrobat and Adobe PDF have enabled me to completely reengineer my law practice to become more efficient and effective, and more profitable.”

SYSTEMS AT A GLANCE

- Adobe Acrobat Professional
- CaseMap
- Sanction II.7 and PDF module
- PC with dual-core AMD processors running Microsoft® Windows® XP Professional on a Novell NetWare network

Better by Adobe.™

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