

Covered in this document:

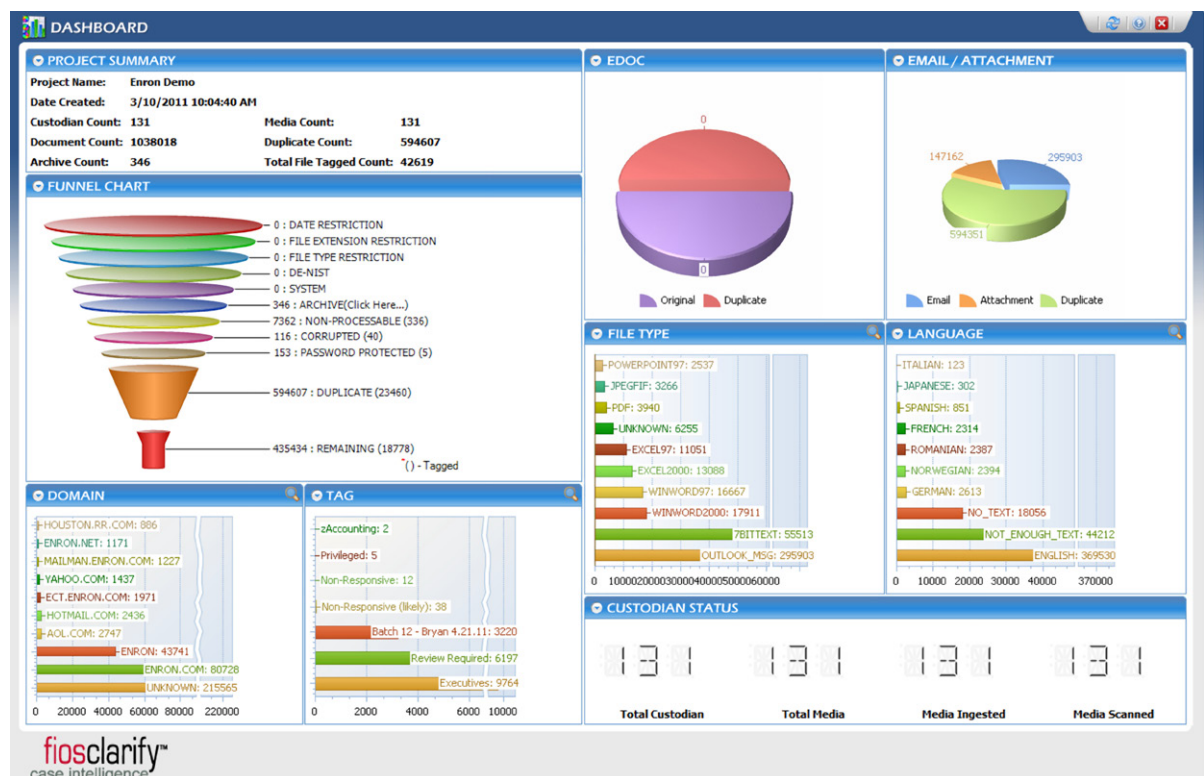
- Introduction
- Subreports
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Introduction

Clarify's dashboard delivers provides a quick overview of your project data. The dashboard screen quickly highlights areas of concern, such as unexpectedly high or low volumes of certain file types.

The dashboard screen contains nine subreports, some of which allow further actions and exploration. The subreports are:

- Project Summary
- Funnel Chart
- Domain
- Tag
- Edoc
- Email/Attachment
- File Type
- Language
- Custodian Status



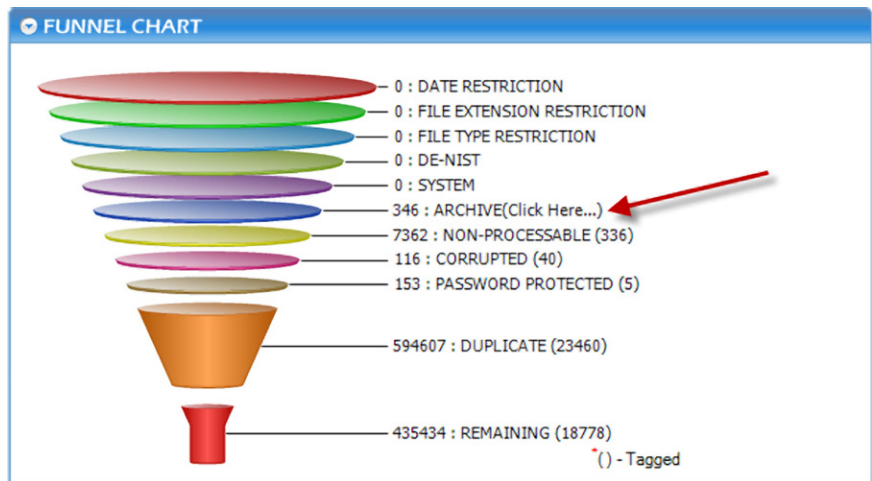
Fios, Inc.
 921 SW Washington St.
 Suite 850
 Portland, Oregon 97205
 (503) 265-0700
 (877) 700-3467 Toll Free

Subreports

The Project Summary sub-report carries over the basic information found on the project screen.

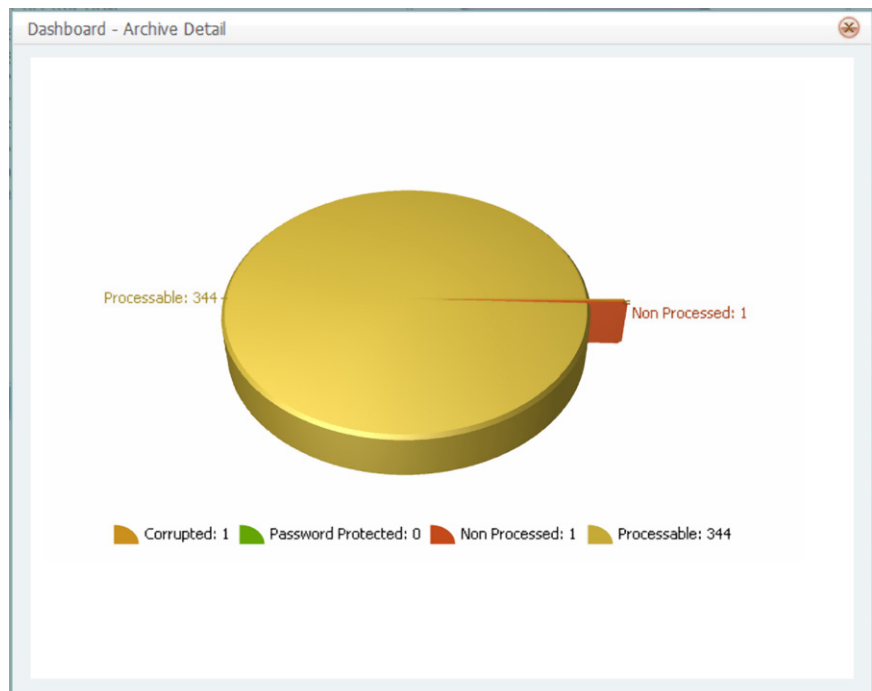
PROJECT SUMMARY			
Project Name:	Enron Demo		
Date Created:	3/10/2011 10:04:40 AM		
Custodian Count:	131	Media Count:	131
Document Count:	1038018	Duplicate Count:	594607
Archive Count:	346	Total File Tagged Count:	42619

The Funnel Chart subreport shows a high-level breakdown of files. Each "slice" represents a file class. Counts are available to the right.

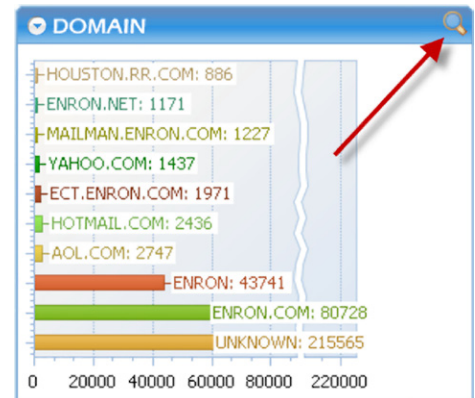


Within the funnel chart, note that the Archive file class is clickable and displays a report of the types of archives within this category:

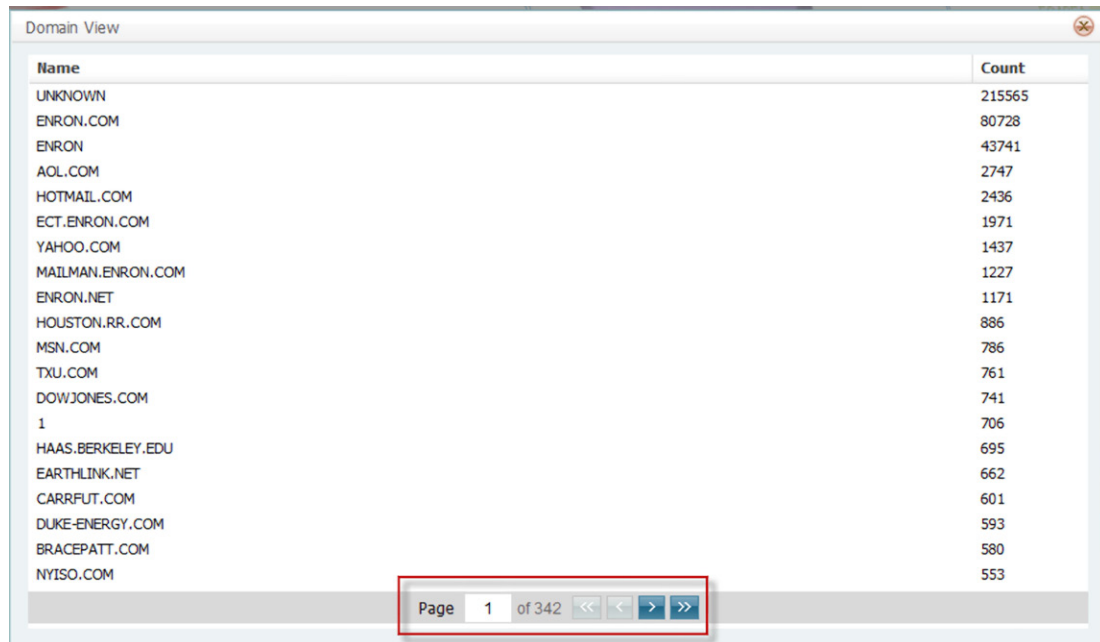
- Corrupted
- Password Protected
- Non Processed
- Processable



The Domain subreport provides a breakdown of the top 10 email domains in the project. To see all domains in a project or to begin filtering items, click the magnifying glass in the upper right-hand corner of this section.



A pop-up will appear providing a list of the first 20 domains; at the bottom of the pop-up screen users can navigate subsequent pages of domains.

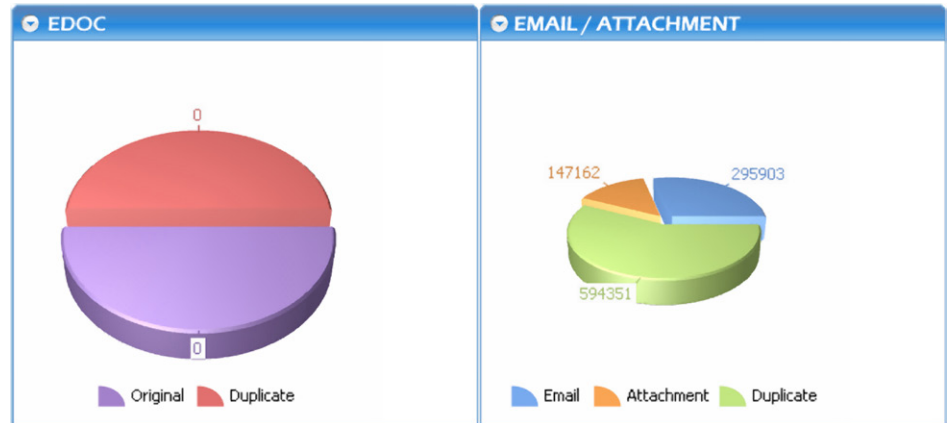


Name	Count
UNKNOWN	215565
ENRON.COM	80728
ENRON	43741
AOL.COM	2747
HOTMAIL.COM	2436
ECT.ENRON.COM	1971
YAHOO.COM	1437
MAILMAN.ENRON.COM	1227
ENRON.NET	1171
HOUSTON.RR.COM	886
MSN.COM	786
TXU.COM	761
DOWJONES.COM	741
1	706
HAAS.BERKELEY.EDU	695
EARTHLINK.NET	662
CARRFUT.COM	601
DUKE-ENERGY.COM	593
BRACEPATT.COM	580
NYISO.COM	553

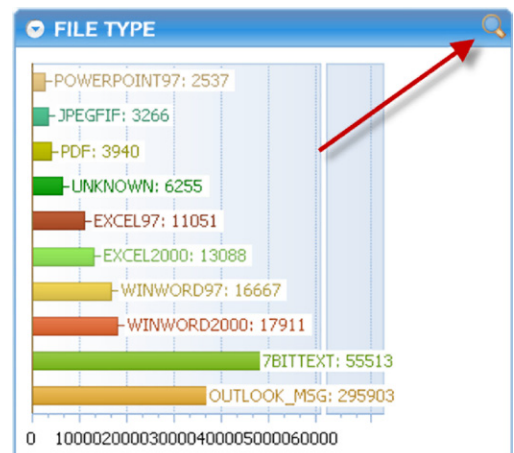
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The Tag subreport provides a summary of the top 10 tags applied to the items in the project. To see all tags in a project or to begin tagging/untagging items, click the magnifying glass in the upper right-hand corner of this section. For more information on tagging, please see the section titled, "Bulk-Tagging Documents" at the end of this document.

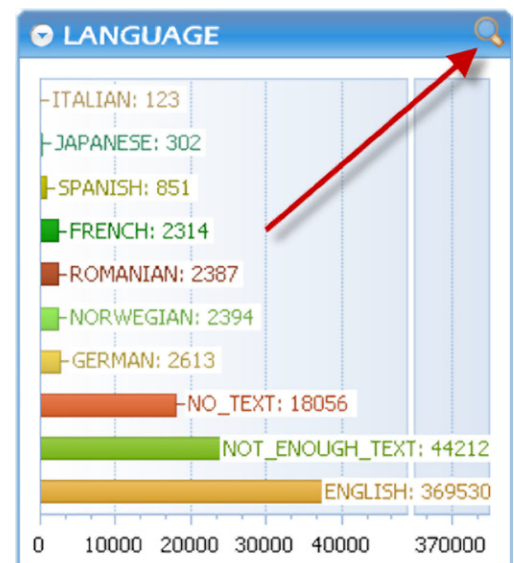
The Email/Attachment subreport displays the breakdown of email, attachments, and duplicate files, while the Edoc subreport displays similar information for loose files. You cannot interact with these subreports.



The File Type subreport provides a breakdown of the top 10 email domains in the project. To see all tags applied in a project, or to add additional tags to items, click the magnifying glass in the upper right-hand corner of this section.



The Language subreport provides a breakdown of the top 10 dominant languages in the project. The language with the highest percentage of text in an individual document is the listed as the “dominant” language in that document. For example, a document that is 51% Spanish and 49% English will appear under the Spanish category.



There are two additional non-language categories in the Language subreport: “No_Text” for items such as images and sound files; and “Not_Enough_Text” for instances where the sample is either too little or indecipherable.

To see all tags applied in a project or to add additional tags to items, click the magnifying glass in the upper right-hand corner of this section.

The Custodian Status subreport provides an “at a glance” view of:

- The total number of custodians in a project
- The total number of media ingested into the project
- The total number of media added to a project
- The total number of media scanned for the project



Bulk-Tagging Documents



To bulk-tag documents, start by clicking the magnifying glass icon on a subreport.

In this example, we will use the Domain subreport. When you click on the magnifying glass icon, the Domain View pops up, providing further information about the Domain subreport.

The tag menu is accessed by right-clicking a specific item from the Domain View list. When the context menu appears you will have the ability to bulk-tag or bulk-untag.

In the example below, “YAHOO.COM” is bulk-tagged as “Non-Responsive (likely)” by navigating to “Tag,” “User Tags” and “Non-Responsive (likely).” Additional tags can be created in other parts of the application.

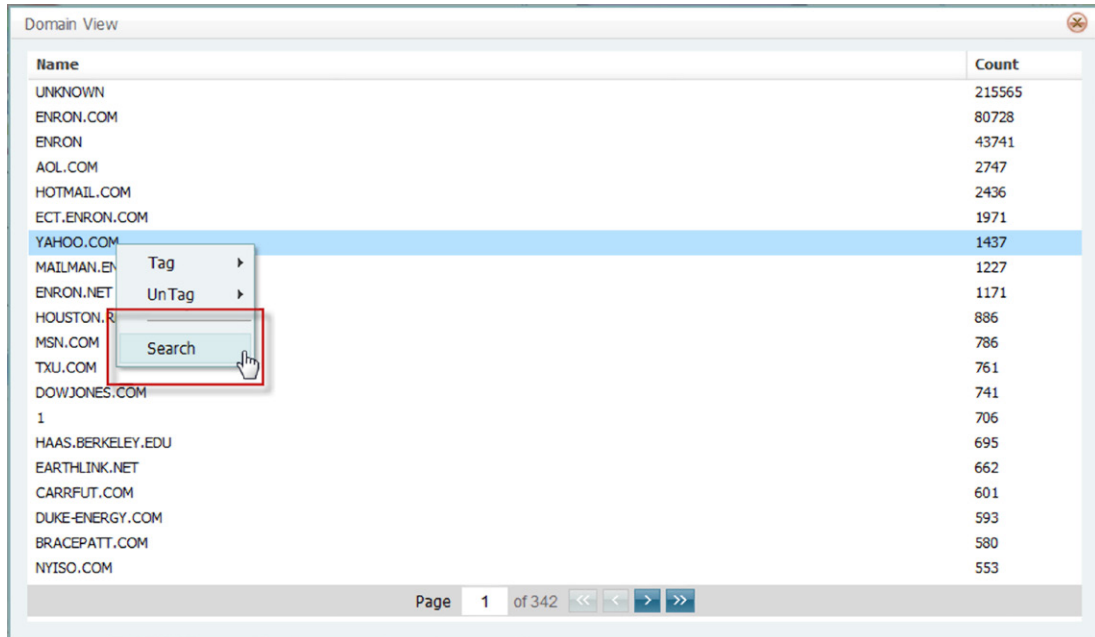
Name	Count
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ENRON	43741
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HOTMAIL.COM	2436
ECT.ENRON.COM	1971
YAHOO.COM	1437
MAILMAN	1227
ENRON.N	1171
HOUSTON	886
MSN.COM	786
TXU.COM	761
DOWJONES.COM	741
1	706
HAAS.BERKELEY.EDU	695
EARTHLINK.NET	662
CARRFUT.COM	601
DUKE-ENERGY.COM	593
BRACEPATT.COM	580
NYISO.COM	553

Context menu for YAHOO.COM:

- Tag
 - System Tags
 - Batch 12 - Bryan 4.21.11
 - Executives
 - Non-Responsive (likely)**
 - Review Required
 - zAccounting
- UnTag
 - User Tags
 - New Tag
- Search

Searching

To see items associated with a specific subreport, right-click and select “Search” from the context menu. Continuing in Domain View, in the example below “YAHOO.COM” has been highlighted and right-clicked, and “Search” has been selected to initiate a search.



When the search is run, a search results screen appears where you can further tag and filter your results.

