Catalyst Fast Track Slashes Document Processing and Loading Time

As an international contract dispute readied for arbitration in Hong Kong, our client, a U.S. multinational, needed to begin document review within days. But preparing the data for review presented challenges. The client had only backup files—a 500+ GB collection of 530 separate PST files representing daily back-ups of all a former subsidiary’s incoming and outgoing email.

**Client Needed to Process the Data Rapidly and Prepare It for Review**

The files contained 3.36 million documents in multiple languages, primarily English and Chinese. None had custodian information.

The client needed the data processed, loaded and indexed as quickly as possible. Documents had to be sorted by language for review by either an English team in the United States or a Chinese team in Hong Kong. The client contacted Catalyst early in the week and wanted to begin review by Sunday afternoon (Monday morning in Hong Kong).

**Catalyst’s Fast Track Loads Raw Data for Search and Review in Minutes**

Fast Track is an integrated processing software that enables users to submit multi-language electronic files directly into our e-discovery platform. This completely automated system will then process, load and index the files and make them available for search and review in minutes (in accordance with the processing instructions set by the client).

In this case, we received a hard drive containing the data late on Tuesday. By the next morning, processing was underway. By Thursday, the first documents were being loaded into Catalyst’s cloud-based review platform. By Sunday morning, more than 2 million of the files had been culled, batched and ready for review to begin. The speed of the turnaround was notable for the challenges presented by the data.

The entire project consisted of more than 530 processing and loading jobs. In the past, this work would have been done manually and might have taken two weeks to complete. With Fast Track, all our technicians had

---

“Fast Track is an integrated processing software that enables users to submit multi-language electronic files directly into our e-discovery platform.”

---
In the past, this work would have been done manually and might have taken two weeks to complete. Work that normally took hours or days was completed in minutes.

to do was point to the drive and start the project. Every step thereafter (more than 1,000 individual steps) ran as an automated process. PSTs were exploded, de-duped, de-NISTed, culled and loaded without human intervention. Work that normally took hours or days was completed in minutes.

The final challenge was to devise a search strategy to reduce the volume needed to be reviewed. Working with the client, Catalyst’s consulting group developed searches that ultimately reduced the population by 93%, leaving just over 100,000 that needed to be reviewed. Review teams were able to move forward with a sharply reduced set on Sunday afternoon.