



Corporate Legal Teams

Enterprise eDiscovery, case management, and discovery project management for modern corporate legal teams

A Centralized Command Center for eDiscovery

IS-A-TASK is a state-of-the-art legal operations management platform designed to orchestrate repeatable workflows, centralize visibility, and deliver defensible oversight across the entire eDiscovery lifecycle. Built on a secure, stateless AWS cloud architecture and designed with an API-first framework, IS-A-TASK provides elastic scalability and seamless integration with critical enterprise systems, including Microsoft 365. The result? A unified command center that connects custodians, sources, collections, downstream processing statistics, budgets, billing and reporting into one centralized, defensible system.

Built for the Reality Corporate Legal Teams Face

IS-A-TASK brings people, process, and technology together in one secure platform. Corporate legal teams can manage discovery requests, workflows, sources, and reporting in a centralized environment, reducing fragmentation and increasing accountability across every phase of discovery. Our platform supports hybrid work environments, enabling secure collaboration between in-house teams, outside counsel, and service providers without sacrificing control or transparency.

PLATFORM FEATURES

API-First Orchestration Layer

Designed as an API-first legal operations platform, IS-A-TASK embeds into your existing legal technology ecosystem as a governance and visibility layer without replacing core tools.

Defensibility & Chain of Custody

Maintain a complete, centralized audit trail of custodians, sources, task activity, and reporting to support compliance, audit readiness, and legal defensibility.

Automated Legal Workflows

Automate case intake, custodian tracking, and collection statistics to reduce manual entry, improve efficiency, and ensure repeatable, defensible processes from day one.

Cloud-Native, Stateless AWS Architecture

Foster collaboration across all project stakeholders with full transparency including external teams who are performing the work.

Budget, Billing & Cost Control

Integrated billing, case budget alerts, and real-time cost tracking provide financial transparency and improved predictability across discovery matters.

Configurable, Repeatable Workflows

Standardize execution with customizable workflow templates, structured intake forms, SLA tracking, and role-based portals that align to your operational model.

Microsoft 365 & Purview Integration

Secure API integration with Microsoft 365 and Purview eDiscovery automatically captures custodians, source locations, and collection metrics in real time, eliminating manual exports and strengthening defensibility.

Enterprise-Grade Security

Aligned with NIST-based Secure Software Development Framework practices, IS-A-TASK supports secure SSO authentication, granular permissions, and strict governance controls.

Advanced Reporting & Dashboards

Interactive dashboards and customizable reports deliver real-time insight into processing metrics, resource utilization, SLA performance, and matter progression.



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Example Corporate Workflow

Reporting

Case Managers can report on what witness sources were processed; how much was processed and what was produced. They can pull reports on the activity of each task and the overall progression of the project. Team level service level agreements can be created and managed through IS-A-TASK, holding teams accountable to increase productivity and reduce overall project spend.

Time Tracking

Legal Case Teams working within IS-A-TASK can track time working on various billable or non-billable tasks. Time entry can be performed at the task or case level.

Work Execution

IS-A-TASK maintains individual internal or external team portals that are bound by specific user privileges. These team portals allow you to assign tasks, perform the required work, track progress, add comments and record any post statistical information regarding the tasks prior to completion.

Case Initiation

IS-A-TASK maintains individual case portals that are bound by specific user privileges. These case portals allow you to manage case contacts, productions, projects and documentation all in a central location for then entire legal case team to access and collaborate.

Discovery Phase

During the Discovery Phase of a legal case, witnesses are identified and documents are requested. IS-A-TASK can catalog all identified witnesses and their source location. Tracking this information in an organized central location provides a chain of custody when having to perform all downstream eDiscovery processes.

Request Initiation

Case Managers receive a request from an attorney via email to IS-A-TASK's Request module. From the Case Portal, the Case Manager creates a project by selecting a predefined workflow template, fills out all project instruction details, attaches the related source information and submits the project to the Operation Team. Workflow templates allow for a streamlined repeatable process to ensure more accurate on-time deliverables.



About Inovitech

Founded in 2011 by eDiscovery and legal technology expert Debra Rozier, Inovitech was created to transform how legal teams manage complex discovery workflows. Built from decades of hands-on experience across corporate legal departments, law firms, government agencies, and service providers, its flagship platform, IS-A-TASK, is a purpose-built legal operations solution designed to eliminate inefficiencies, increase transparency, strengthen defensibility, and improve collaboration. Headquartered in Washington, DC, Inovitech serves a diverse client base, including the U.S. Securities and Exchange Commission, and remains committed to delivering smarter, more intuitive technology that empowers legal professionals to work with greater clarity, control, and confidence.



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