

LANGLOIS
KRONSTRÖM
DESJARDINS



Collaboration - Coordination

Jean-François De Rico
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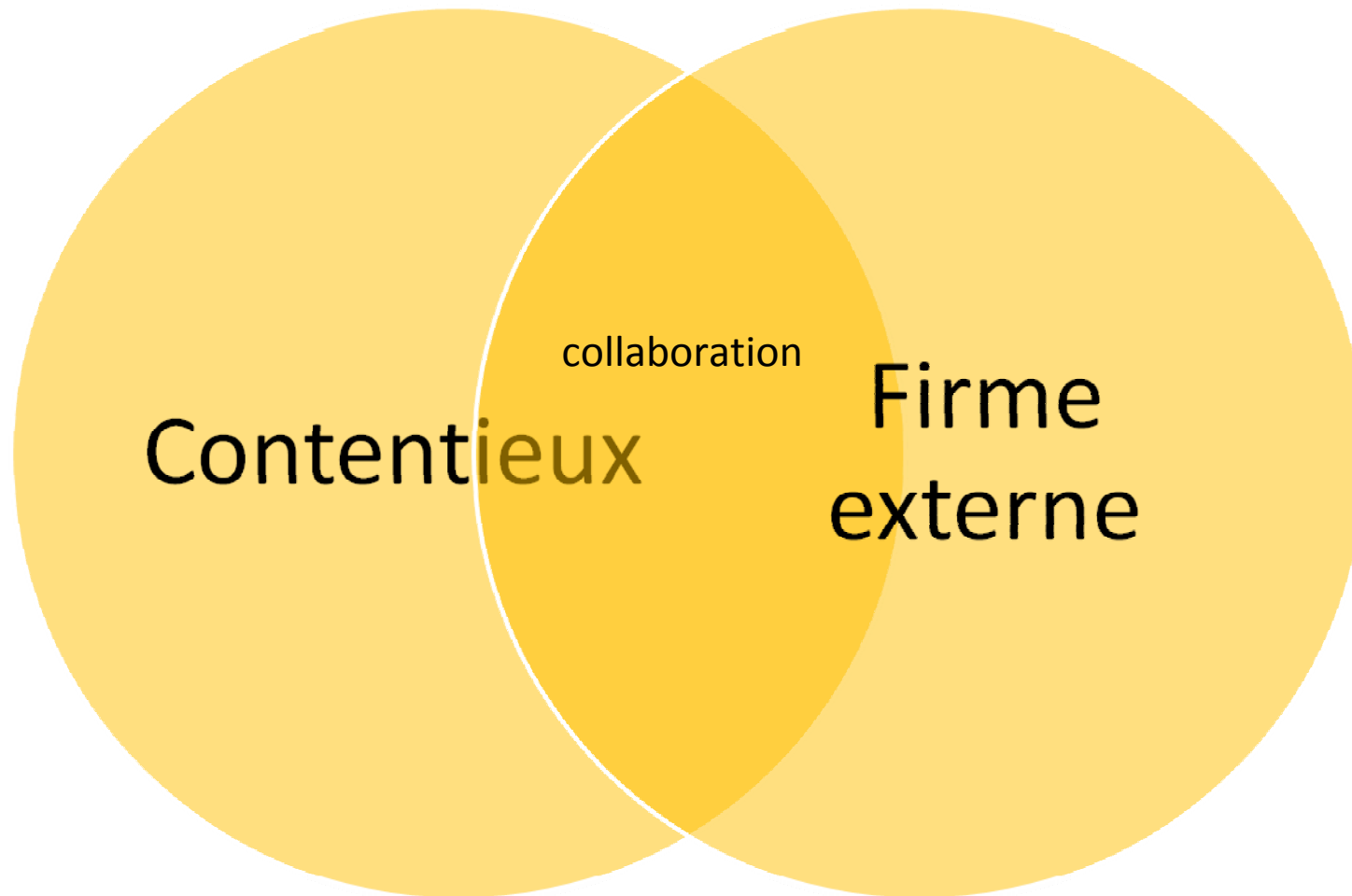
Leg@IIT 4.0- Montréal
26-27 avril 2010

LKD.ca



- Accessibilité d'Internet
- Développement d'applications web
- Nécessité de réduction des coûts et d'augmenter la productivité
- Participation/implication des clients dans la gestion des litiges





À quels stades d'un dossier

LITIGE

- Évaluation de risque
- Élaboration de la stratégie
- Mise en place d'un sursis de destruction de document
- Rédaction des procédures
- Révision de la preuve potentielle

À quels stades d'un dossier

TRANSACTIONNEL

- Élaboration projet
- Vérification diligente
- Rédaction de la transaction
- Gestion de la clôture



Gestion de projet

Calendrier

Rencontre

Rédaction de document

Conférence téléphonique

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WEB
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MEETING &
COMMUNICATION TOOLS

Global Conference (www.globalconference.com)

Intercall (www.intercall.com)

Star Conferencing (www.starconferencing.com)

AccuConference (www.accuconference.com)

AT Conference (www.atconference.com)

Budget Conferencing (www.budgetconferencing.com)

Rencontre en ligne / Online meeting

- All Files
- SHARED WORKSPACES
 - New Workspace 1
 - New Workspace
- PERSONAL WORKSPACE
 - My Workspace
- TAGS
 - Uncategorized Files
 - Getting Started
 - New Tag

New Workspace 1

Share Workspace Show Members

Use workspaces to store and share your files.

This workspace is currently empty. Here are 4 ways you can add files to it:

Upload a file from your desktop by choosing Upload from the menu bar above.

Drag and drop files from other Acrobat.com workspaces or folders.

Select New from the menu bar and create a Buzzword Document, Presentation, or Table.

Move a selected file into this workspace using the Share menu.

Adobe Connect
www.adobe.com,
Adobe Connect Pro
www.adobe.com

Rencontre en ligne / Online meeting

- Webex (www.webex.com)
- CrossLoop (www.crossloop.com)

Cisco
webex



CrossLoop®
Everyone Helps™

Screen Sharing



Access your
computers



Share your screen

Rencontre en ligne / Online meeting

- GoToMeeting (www.gotomeeting.com)
- DimDim (www.dimdim.com)



Rencontre en ligne / Online meeting

- Cisco's TelePresence (www.cisco.com/web/go/telepresence)
- GatherPlace (www.gatherplace.com)
- Glance (www.glance.com)
- Mikogo (www.mikogo.com)
- Vyew (www.vyew.com)
- Yugma (www.yugma.com)

Wikipedia's List of collaborative software

http://en.wikipedia.org/wiki/List_of_collaborative_software

Réseau informatique sécurisé, généralement constitué d'une partie de l'intranet d'une entreprise ou d'une organisation communiquant à travers le réseau Internet, qui est accessible à une clientèle externe ciblée devant utiliser un mot de passe.
legal matters

OQLF, *Le grand dictionnaire terminologique*

Suivi de documents
Partage de la connaissance
Facturation
Veille

Applications extranets

- AMS Legal (<http://ams-legal.com>)
- Merrill Lextranet (www.legalintranet.com)
- NetDocuments from LexisNexis
(<http://law.lexisnexis.com/net-documents>)
- Sosius (<http://sosius.com>) - a new hosted extranet service
- Xerdict Technologies (www.xerdict.com)
- MS Sharepoint t (<http://sharepoint2007.microsoft.com>)
[Forum; Liste de tâches; calendrier; gestion documentaire]

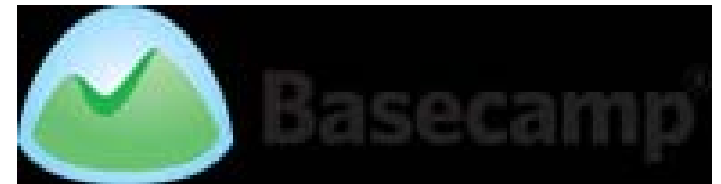
Gestion de projet

Litige
Transaction
Enquête réglementaire

Tableau de bord; points de suivis; gestion du temps consacré

Application gestion de projet

- MS Project
- activeCollab (www.activecollab.com) – application logicielle
- Basecamp (www.basecamp.com) – facile d'utilisation
- Central Desktop (www.centraldesktop.com)
- Huddle (www.huddle.net)
- LiquidPlanner (www.liquidplanner.com)
- Project360 (www.project360.com)
- Teambox (www.teambox.com)
-  **ZOHO PROJECTS** (cts.zoho.com)
Get projects done faster



Création collaborative

Éviter la duplication
Éviter la gestion des versions
Faciliter la mise à jour des
intervenants

Création collaborative

- Google Docs (<http://docs.google.com>)

The screenshot shows the Google Docs web interface. At the top, there are navigation links for Mail, Calendar, Documents, Reader, Web, and more. The user's email address, jean-francois.derico@lkd.ca, is displayed along with links for Settings, Help, and Sign out. The main header includes the Google Docs logo, a search bar, and buttons for 'Search Docs' and 'Search Templates'. Below this, there are 'Create new' and 'Upload' buttons. The main content area is titled 'All items' and features a sidebar on the left with filters like 'Owned by me', 'Opened by me', 'Shared with me', 'Starred', 'Hidden', 'Trash', and 'Items by type'. The main list shows a table of documents with columns for 'Name' and 'Date'. The documents listed are:

	Name	Date
OLDER		
<input type="checkbox"/>	RDIMS-119565-v1-draft_outline_proportionality_commentary	6/29/09
<input type="checkbox"/>	Burney DeRico ITtoolbox Techshow 20090402 ppt2003	3/31/09
<input type="checkbox"/>	Untitled Presentation	3/31/09
<input type="checkbox"/>	Le cadre juridique des TI conference ass juges CS Quebec	1/26/09

Création collaborative

- Fusionner le suivi des modifications de plusieurs réviseurs

The screenshot shows the Microsoft Word ribbon with the 'Révision' tab selected. The 'Outils de tableau' group is expanded, showing the 'Combiner...' option highlighted in a red box. The 'Combiner...' option is described as: 'Combine les révisions de plusieurs auteurs dans un même document.'

Combiner...
Combine les révisions de plusieurs auteurs dans un même document.

Création collaborative

- Fusionner le suivi des modifications de plusieurs réviseurs

The screenshot displays the Microsoft Word 2010 interface. The ribbon is set to the 'Révision' (Review) tab. The 'Outils de tableau' (Table Tools) task pane is open, showing the 'Création' (Creation) sub-tab. Two options are highlighted with red boxes: 'Comparer' (Compare) and 'Combiner...' (Combine...). The 'Combiner...' option is further detailed in a tooltip that reads: 'Combiner... Combine les révisions de plusieurs auteurs dans un même document.' The main window shows the 'Combiner des documents' (Combine Documents) task pane. The 'Document original' field contains 'Avis appel de la Caisse_Maisons MARcoux_2010-04-23.doc' and the 'Étiqueter les modifications non marquées avec' (Label unmarked changes with) field contains 'Jean-Francois De Rico'. The 'Document révisé' (Revised Document) field is currently empty. Buttons for 'Plus >>', 'OK', and 'Annuler' are visible at the bottom of the task pane.

Création collaborative

- A.nnotate (<http://a.nnotate.com>) – application d’annotations PDF, images
- BadBlue (<http://badblue.com>) - xls
- Glasscubes (<http://www.glasscubes.com>)
- ThinkFree Office (www.thinkfree.com)
- Webex WebOffice (www.weboffice.com)
- Zoho Office (www.zoho.com) -
- MS Office Live (www.officelive.com)



Dropbox

Get Started

Files

Events

Sharing

2010 Webby Awards

Vote us for Best Web Application!

Search your Dropbox files

My Dropbox

Upload

Create folder

Share a folder

More a

<input type="checkbox"/>	Name ▲	Size
<input type="checkbox"/>	LegalIT	
<input type="checkbox"/>	Photos	
<input type="checkbox"/>	Public	

Windows Explorer window showing the contents of the 'My Dropbox' folder.

Address bar: << My Dropbox >> Rechercher

Menu: Organiser, Affichages, Graver

Nom	Date de modificati...
Photos	2009-11-18 14:19
Public	2009-11-18 14:19
2009 Document Generation (00018664-2) 20090329.PPTX	2009-04-02 13:00
Burney DeRico ITToolbox Techshow 20090402.pptx	2009-03-31 21:42
This is your Dropbox.txt	2009-04-02 12:57

Liens favoris: CO..., Do..., M..., Pr..., JU..., Au...


Dossiers: 5 éléments


Partage de fichiers - Transmission d'information


- YouSendIt (www.yousendit.com)
- Drop.io (<http://drop.io>)
- DokDok (<http://dokdok.com>) gestion des versions / révisions
- Box.net (www.box.net)
- FileMail (www.filemail.com)
- MediaFire (www.mediafire.com)
- RapidShare (www.rapidshare.com)
- SendSpace (www.sendspace.com)
- TransferBigFiles (<http://transferbigfiles.com>)


Combine Files _ □ ×

Choose the files you want to combine:


 Add Files...





 Add Folders...





 Reuse Files...


 Add Open Files...

PDF BINDERS & PORTFOLIOS

Arrange the files in the order you want them to appear in the new PDF:

Name	Page Range	Conversion Settings	Size
 Document Generation. Backbone...	All Pages	Default	2,13 MB
 2009 Document Generation (000...	All Pages	Default	2,14 MB
 TS09_RM policies and systems D...	All Pages	Default	874,00 KB

 Move Up
 Move Down
 Remove

Specify a subset of a document to include: Choose Pages

Choose a file size and conversion setting:

Smaller File Size
 Lower Quality
 Optimizes PDF Files

Default File Size
 Uses default conversion settings

Larger File Size
 Better Quality

Help
Options

Cancel
Next

Sauvegarde et archivage

- Backup My Info! – www.backupmyinfo.com
- BackUp Solutions – www.online-computer-backup.com
- EVault – www.evault.com.
- Files Anywhere – www.filesanywhere.com
- Iron Mountain – www.ironmountain.com.
- US Data Trust www.usdatatrust.com

À vérifier:



- ✓ **Sécurité (accessibilité, confidentialité, intégrité)**
- ✓ **Localisation**
- ✓ **Propriété intellectuelle**

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