

Session 505 Practical Technology Applications that Add Value

Guiliano Chicco, J&J Ryan Garcia, Dell Markus Stamm, Lucent Christian Liipfert, BP

ACC's 2006 Annual Meeting: The Road to Effective Leadership



Increase your chances of success with a technology project

- Legal project, not technology project
- Learn from others in advance
- Involve Luddites in design
- Drivers; KISS; WIIFM
- Communicate, communicate, communicate
- Train, train, train
- Have Seniors model the behavior

ACC's 2006 Annual Meeting: The Road to Effective Leadership



Making Legal KM a Reality

- Avoid the nomenclature
- Take a process perspective
- What's good for reuse by you? By others?
- Sharing & Collaboration
- Learning & Training
- Model the behavior



Our Projects

Guiliano

- Ryan
- Markus
- Christian

ACC's 2006 Annual Meeting: The Road to Effective Leadership



Three-Step Approach to KM

Christian E. Liipfert

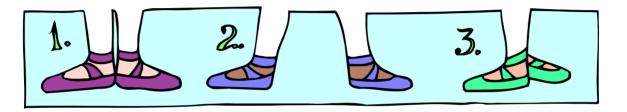


This work is licensed under a Creative Commons Attribution-ShareAlike 2.5 License.

ACC's 2006 Annual Meeting: The Road to Effective Leadership



Three-Step KM Model



1. Learning

Doing 3. Teaching

ACC's 2006 Annual Meeting: The Road to Effective Leadership



Step One: Learning

Conventional

Less-conventional



Learning, conventional

- Library
- Lexis/Nexis
- Form files
- Precedent collections
- Document management system
- Network files
- Your boss
- An internal expert

- Magazines
- Law firm newsletters
- Seminars
- Law firms
- External contacts
- Intranet
- Doing



Learning, less conventional

- Google
- Webcasts
- ACC
 - Webcasts
 - InfoPaks

- Blogs
- MP3 files
- Podcasts
- Wikis

ACC's 2006 Annual Meeting: The Road to Effective Leadership

Association of Corporate Counsel - Microsoft Internet Explorer provided by BP Group Digital	Business – E	리스
🛛 File Edit View Favorites Tools Help 🛛 Links 🥑 Google 🥑 bpdeal home page 🍓 Conn	ect Home 💩 '+location.href 💩 Customize Links 🛛 👋	27
🕒 🚱 Back 🔹 💿 👻 😰 🐔 🔎 Search 👷 Favorites 🧔 🙆 🔹 🌺 👿 👻 🗔	\$ \$\$, \$\$ \$\$	
Address 🕘 http://www.acca.com/		Go
The in-house bar association. ^{5M}	Practical Guide for Software Licensing for ensees and Licensors: Analyses and Model Forms By H. Ward Classen • Published by the ABA Section of Business Law e Advertise Join ACC Site Map Print Site Search	
NETWORKS LEGAL RESOURCES ADVOCACY	MEMBERSHIP EDUCATION ABOUT ACC	
TOP TEN: ACC'S NEWEST FEATURE! R Spotlight	lesources	
New InfoPAK - Canadian Labor	A GUIDE TO ACC Resources ACC Docket	
and Employment Law	• <u>What's New</u>	
More Stories ACC Blog	<u>Compliance & Ethics Exchange</u>	
Follow the Development of ACC's New Site! - Visit <u>http://testsite.inhousebar.com/</u> Events	 <u>ACC Responds to Hurricane</u> <u>Katrina</u> <u>New to In-house</u> 	
2006-09-19 Webcast: Key Distinguishing Features of Canadian Employment and Labour Law	• <u>Manager</u>	
2006-09-27 Webcast: Tracking Outside Counsel Performance	<u>Specialists</u>	
2006-10-23 Meeting: ACC's 2006 Annual Meeting	<u>Chief Legal Officers</u>	
View Full Calendar Webcasts Meetings	Search For Legal Resources Job Listings & Career Center	
		-
(16 items remaining) Downloading picture http://www.acca.com/img/spotlight/spotlighttop.jpg		
▲ Start ●<	🗅 C:\Documents and Sett 🕼 Association Of Corpo 🤟 🖓 🕅 🥵 🕲 🤹 Saturd	



Blogs

ACC's 2006 Annual Meeting: The Road to Effective Leadership

🚰 Blog - Wikipedia, the fre	e encyclopedia - Microsoft Internet	Explorer provided by BP Group Digital Business		_ 8 ×
File Edit View Favorit	tes Tools Help 🗍 Links 🥑 Google	le 👩 bpdeal home page 🔞 Connect Home 💰 '+location.href 💰 🤇	Iustomize Links	» 🥂
] 🔇 Back 🝷 🕤 👻 🙎	🔥 🔎 Search 🛛 👷 Favorites 🛛 🥹	🖂 • 😓 📨 • 🖵 🛛 🕷 🛋 🌋 🌋		
Address 🙋 http://en.wikipe	dia.org/wiki/Blog			🛨 🔁 Go
an a	Blog	edit this page history	Sign in / create acc	
WIKIPEDIA The Free Encyclopedia	From Wikipedia, the free encyclop For other uses, see Blog (d			
navigation Main Page Community Portal Featured articles Current events Recent changes Random article Help Contact Wikipedia Donations	(such as in a journal or diary), d commentary or news on a partic function as more personal online other blogs, web pages, and oth	ortened to blog , is a type of website where entries are made displayed in a reverse chronological order. Blogs often provide cular subject, such as food, politics, or local news; some e diaries. A typical blog combines text, images, and links to her media related to its topic. Most blogs are primarily textual raphs, videos or audio. The word <i>blog</i> can also be used as a o a blog.	Are 12, 1999 Are 12, 1999 The block typ 10 musch The block typ 10 musch The block typ 10 musch The block typ 10 musch the number of the block type 10 musch deal of the number, sight from type 1 musch type 1 musch deal of the number, sight from type 1 musch type 1 musch type 1 musch type 1 musch deal of the number, sight from type 1 musch type 1 musch type 1 musch deal of the number, sight from type 1 musch type 1 musch type 1 musch deal of the number, sight from type 1 musch type 1 musch type 1 musch type 1 musch type 1 musch type 1 musch type 1 m	In the second se
search Go Search toolbox • What links here • Related changes • Upload file	1.1 1994–2001 1.2 2001–2004 1.3 2004–present 2 Types of blogs 3 Business Models 4 Anatomy of a blog entry 4.1 Comments 5 Searching blogs		generate a lot of enal. I dan't necessarily mind getting enal newsfelfers when i to get to them, i or of them how sites like (<u>Explor</u> , and <u>CLWay</u> - hot I do ward it made class to me that I am going the be getting emails and be given the option to unsubsorble to all of them. The second site of them the option to unsubsorble to all of them.	ay hon or a service with finding and OHD and OHD Each Web

- Special pages
- Printable version
- Permanent linkCite this article
- One uns article

in other languages

🝘 http://en.wikipedia.org/wiki/Special:Recentchanges 🚽

6 Blogging and the mass media

40.4 Disasing coffuers

7 How blogs are made

8 Legal issues

10 See also

9 Common terms

 ▲ Start
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●
 ●<

🥑 7 Internet E... 👻 🔂 Add or Remove... 🔤 Document1 - Mi... 🔯 Microsoft Power...

🗟 🐧 2:20 PM 🔞 🕅

🥝 Internet

~

•

👝 🏜 🛛 NaturallySpeaking 👖	ools <u>W</u> o	rds Sound Help Microphone is off	*
🖉 🔁 Correction 🛛 🕨 📗 🔣	N E	G Transcribe Christian : Microphone (USB)	
🗿 Bloglines My Feeds (210) (3) - Micros	oft Inter	net Explorer provided by BP Group Digital Business	8 ×
File Edit View Favorites Tools He	lp Lii	nks 🥑 Google 🥑 bpdeal home page 👹 Connect Home 💩 '+location.href 💩 Customize Links 🛛 👋	
🔇 Back 🔻 🕤 👻 😰 🐔 🔎 Searc	:h 🤺 Fa	avorites 🐵 🔝 - 😓 📓 - 🖵 🛛 🕷 🕰 🏂	
Address 🕘 http://www.bloglines.com/myblog	js		Go
My Feeds My Blog Clippings		Welcome liipce@bp.com Account Help Log Ou	ut 🔺
		Search for Posts 🔽	5
Add Edit Options		More Options	
38 Feeds Mark All Re	<u>ad</u>	Directory Share Search	
Anecdote APQC's Knowledge Management		164 subscribers related feeds unsubscribe edit subscription	n
Blog		Between Lawyers	
b.cognosco		technology + culture + law	
Basement.org		15 Items Sort Oldest First Updated: Fri, Jul 21 2006 1:34 PM	
C Between Lawyers (0) (1)			-
🔄 <u>Beyond Structured Settlements</u>		Cameras in the courtroom?	
Bloglines News		By esvenson	
S Communigations		Chief Justice John Roberts recently told a group of people in Huntington Beach, California that he was not in favor of	
DennisKennedy.blog (0) (1)	1	cameras being allowed in the U.S. Supreme Court. "We don't have oral arguments to show people, the public, how we function," he told the audience. Well, let's stop here and talk about the audience for a second. In case you couldn't	
📄 Ernie The Attorney		guess, the audience was not a bunch of high school students or some civic group. The audience was composed of feder	al
excited utterances		judges and their spouses.	
📄 <u>Gautam Ghosh on Management</u>		Obviously, the Supreme Court doesn't have oral arguments to show people how the court functions. Even a guided tour	
🗋 Gurteen Knowledge-Log		through the various chambers wouldn't exactly show the public, or lawyers, how the court functions. So, that statement	:
📄 HBS Working Knowledge		is basically a rah-rah red herring.	
🔄 <u>InhouseBlog - News for Inhouse</u>		Judges, when they talk amongst themselves (and they do this a lot), strongly oppose cameras in the courtroom. But the doesn't mean it's not a good idea. What's going on is judges are doing the cost-benefit analysis in a way that reflects	эт
<u>Counsel</u>		their sensibilities. They realize that a lot of attorneys play to the cameras and to popular sentiment, and they rightly fea	ar
KM Blogs Colabria		that this will diminish the sanctimony of court proceedings.	
KM Chicago Knowledge Aforethought		But, it's not the cameras that cause the problem (i.e. guns don't kill people etc). It's something else: namely our innate	
		desire for attention, which many of us express in really goofball ways. So, yes, having cameras in the courtroom will exacerbate this problem. First question: is there anything that could minimize the problem of attention-hounding lawyer	·c
Knowledge Jolt with Jack Knowledge at work		if and when cameras are allowed in the courtroom? Second, and more important question: what might be the short-	3,
Knowledge-at-work	-	term, and long-term benefits of having cameras in the courtroom? I agree it won't exactly show us how the court	-
http://www.bloglines.com/myblogs_subs			
🏄 Start 🥭 🖗 💽 📀 📝 🚱 🐝 🚅		🛛 🖾 🛄 🛄 🕘 2:26	
🐝 MSN M 🛛 🕑 Enable 🛛 🥶	Discon	🛛 💽 2 Micr 🗸 🐻 3 Micr 🗸 🍊 3 Int 👻 📝 Adobe 🎢 Dragon 🎵 iTunes 🛛 👜 Docum 📄 🏹 🐉 👘 Frid	day



Favorite Blogs

- denniskennedy.blog
- Between Lawyers
- Ernie the Attorney
- Excited utterances
- Inhouse blog
- Law Department Management
- May It Please the Court
- TechnoLawyer



How to find/read Blogs

- Get a reader (I use bloglines it's free)
- Find blog (Google)
- Look for subscribe button
- Subscribe
- http://en.wikipedia.org/wiki/Blog
- http://www.denniskennedy.com/ resources/other/blogsnfeeds.aspx



Podcasts

ACC's 2006 Annual Meeting: The Road to Effective Leadership

Matura	allySpeaking <u>Tools <u>W</u>ords <u>Sound H</u>elp Microphone is off</u>	×
🖉 坖 Correction 🔰 🕨	🕨 📂 📕 🙀 🔰 🍱 Transcribe 🛛 Christian : Microphone (USB)	
🎒 Podcasting - Wikipedia, l	the free encyclopedia - Microsoft Internet Explorer provided by BP Group Digital Business 📃 🖪	ı ×
File Edit View Favorit	tes Tools Help 🛛 Links 🥑 Google 🥑 bpdeal home page 🧉 Connect Home 🍯 '+location.href 👹 Customize Links 🔷 🔪	-
] 😋 Back 👻 🕘 👻 😰	😚 🔎 Search 👷 Favorites 🥹 🍙 - 💭 👘 📽 📽 🏦 A http://www.microsoft.com/isapi/redir.dll?	
Address 🙋 http://en.wikiped	dia.org/wiki/Podcasting 🗾 🔁 G	50
1 in it	🚨 Sign in / create account	
A ANCS	article discussion edit this page history	
15 22 55 55	Your continued donations keep Wikipedia running/	
The Sur	Podcasting	
REG	ŭ	
WIKIPEDIA	From Wikipedia, the free encyclopedia	
The Free Encyclopedia	Podcasting is the method of distributing multimedia files, such as audio programs or music videos, over the	
navigation	Internet using either the RSS or Atom syndication formats, for playback on mobile devices and personal	
 Main Page 	computers. The term podcast , like 'radio', can mean both the content and the method of delivery. The host	
 Community Portal 	or author of a podcast is often called a podcaster . Podcasters' web sites may also offer direct download or	
 Featured articles 	streaming of their files; a podcast however is distinguished by its ability to be downloaded automatically	
 Current events Recent changes 	using software capable of reading RSS or Atom feeds.	
 Recent changes Dendem erticle 	Usually a podcast features one type of 'show', with new episodes released either sporadically or at planned	

intervals such as daily or weekly. In addition, there are podcast networks that feature multiple shows on the

💽 3 Micr... 📲 🦽 3 Inte... + 🄀 Adobe ...

Random article

- Help
- Contact Wikipedia
- Donations

search	1 History
	2 Name
Go Search	3 Mechanics
	4 Other uses
toolbox	5 See also
What links here	6 External links
Related changes	7 Notes and references
 Upload file 	
 Special pages 	History
 Printable version 	i notor y
Permanent link	Main article: History of podcasting
🕘 http://en.wikipedia.org/w/ind	lex.php?title=Podcasting&action=edit
🎘 Start 🦝 🐼 🔟 🕅	

🕑 Enable ...

🐝 MSN Me...

same feed.

Contents [hide]

🥶 Disconn...

2 Micr... +

0

Apple's official podcasting 日 logo.

🥝 Internet

~

🕎 Docume...

🔭 Dragon...

🗔 iTunes

4 🕄

Θ

[edit]

2:32 PM

Friday

T.

Correction		🕨 🕨 📕 🕅 🖬 Transcribe	. Christian : Microphe	one (USB)			
File Edit Control:	; '	Visualizer Advanced Help		iTunes			
	iPod update is complete. OK to disconnect.					Q (2)	
						Search Update	
Source		Podcast		Date Added	Time	Release Date	
🕞 Library	•	BusinessWeek - Technology & You	0	7/21/2006 11:26 AM	6:06	7/19/2006	Tech tips from Steve Wildstrom are available ev
Podcasts	•	David Maister's Business Masterclass	0	7/21/2006 11:30 AM	15:06	7/16/2006	David Maister's Business Masterclass : Strategy
Videos		e-Lessons Learned	0	7/11/2006 12:20 PM	0:10	3/11/2006	e-Lessons Learned
Party Shu	•	Engines Of Our Ingenuity	CLEAN 🔘	7/21/2006 11:27 AM	3:53	7/20/2006	KUHF's Engines Of Our Ingenuity
🛜 Radio		▶ HBR IdeaCast	0	7/19/2006 6:11 PM	18:48	7/19/2006	A biweekly podcast from Harvard Business Scho
Music Store		http://rss.conversationsnetwork.org/rss	.php?series=future	7/12/2006 4:49 PM	44:21	12/19/2004	A series from The Conversations Network
_		Knowledge@Wharton Audio Articles	0	7/19/2006 6:11 PM	8:53	7/19/2006	Audio Versions of articles, interviews with indus
► 🖥 christi 🗅		Legal Talk Network Program Feed	0	7/13/2006 5:05 PM	30:46	7/13/2006	Interactive Talk Radio for Legal Professionals. C
Done 📄		May it Please the Court Podcasts	0	7/17/2006 3:19 PM	30:46	7/13/2006	WLF Williams Law Firm weblog of legal news and
🙀 90's Music	•	▶ NPR: On Point with Tom Ashbrook	0	7/19/2006 6:12 PM	44:46	7/19/2006	Cutting edge context on news you need to know
🙀 My Top R	0	PodTech.net: Silicon Valley, Technology,	, & Media Podcast 📀 🕤	7/19/2006 6:11 PM		7/18/2006	- powered by PodTech
🐞 Recently		The Bag and Baggage Podcast	0	7/12/2006 4:56 PM	44:38	1/8/2006	Updated between briefs, diapers, and lane char
🐞 Recently		The Kennedy-Mighell Report	CLEAN 🕤	7/11/2006 12:11 PM	36:41	6/27/2006	A Podcast on Legal Technology, with an Interne
🙀 Top 25 Mo		The Legal Underground Podcast	0	7/13/2006 4:42 PM		4/9/2006	Podcasts from a lawyer who refuses to take law
		Virtualtweak	CLEAN 🖸	7/11/2006 11:59 AM	13:47		Windows Tutorial Video Blog
	•	Westcast - a legal update from West	0	7/21/2006 1:57 PM	9:58	4/4/2006	A legal update from West.
			_				
Selected Song							
POD							
	-)+
		Podcast Directory 💿 Report a Concern 💿					Unsubscribe Settings
* ×	¢		30 items	, 10.2 hours, 367.5 MB			Image: Second system Image: Second system

art 🥭 ኛ 🗿 📀 💓 🕑 🐝 🔩 🗔 🙆

🖂 🕞 🏣 💽 1:57



How to collect/listen to Podcasts

- Get iTunes (free download at http://www.apple.com/itunes/download/)
- Go to Podcast directory
- Search for Legal or by name
- Subscribe
- Listen computer, MP3 player, iPod, etc.
- Dennis Kennedy and Tom Mighell ABA Tech Show MP3 file





Step Two: Doing

ACC's 2006 Annual Meeting: The Road to Effective Leadership



Doing

- Prepare
 - Think
 - Plan
 - Find
 - Outline
- Interview
- Draft
- Reuse

ACC's 2006 Annual Meeting: The Road to Effective Leadership

- Review
- Consult
 - Boss
 - Colleague
 - Client
 - External firm
- Review
 - Your work
 - Work of others



Step Three: Teaching

Conventional

Less-conventional



Teaching, conventional

- Presentations
 - No slides
 - Slides
 - Slides + notes
 - Slides + script
 - Video conference
- Memos

- Comments on drafts
- Comments on emails
- Phone calls
- Office meetings

Lunch

ACC's 2006 Annual Meeting: The Road to Effective Leadership



Teaching, less conventional

- Website,
 Sharepoint, etc.
- Netmeeting
- Webcasts/WebEx/ Live Meeting
 - Not recorded
 - Recorded
- Videos, CDs, and DVDs

ACC's 2006 Annual Meeting: The Road to Effective Leadership

- MP3 files
- Blogs
- Podcasts
- Slides + audio track

TV



Teaching

- Teaching clients
 - Compliance presentations
 - 5 Easy Pieces
- Teaching Lawyers
- Common principles
 - What method or medium is best for the audience and the message?
 - Multiple pathways
 - Leverage by capture

ACC's 2006 Annual Meeting: The Road to Effective Leadership



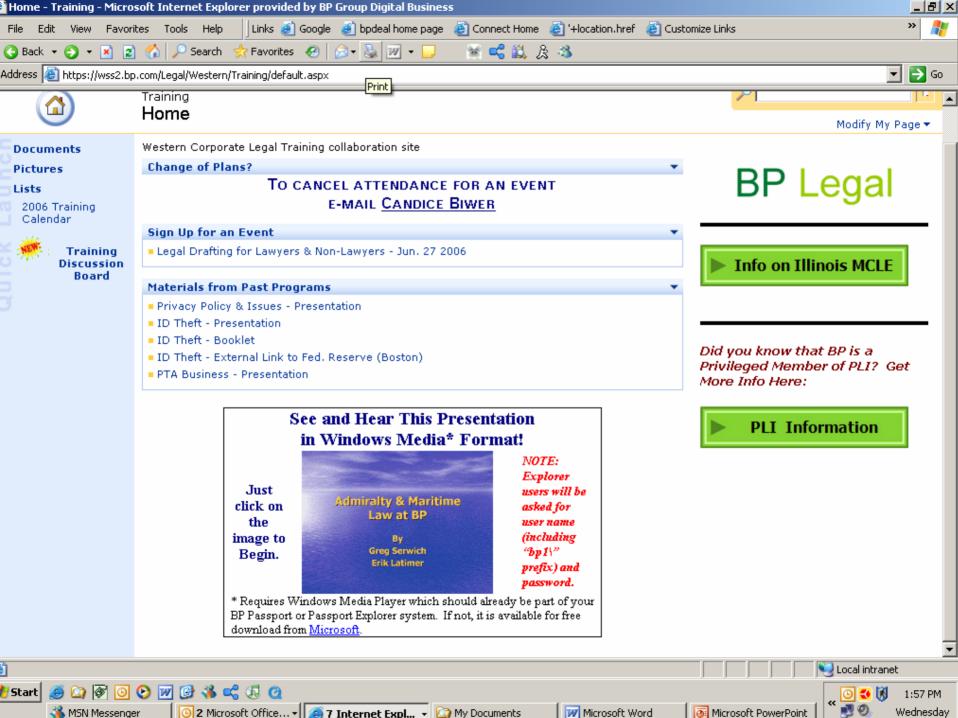
Teaching Software

PowerPoint

- MS Producer
- Articulate
- Macromedia Breeze
- Macromedia Captivate

others

ACC's 2006 Annual Meeting: The Road to Effective Leadership





Total Running Time: 18 Minutes

- Transitioning to Partner
- Growing a Network
- Becoming the Trusted Advisor
- Difficult Situations
- Differentiating Yourself

Download and unzip:











Demo

ACC's 2006 Annual Meeting: The Road to Effective Leadership