



eBrief

Case Management for Barristers

Easy, Secure, Free.



EFFICIENT

Provides a single place for all your documents, accessible to you or any member of your team. Grant access to solicitors, expert witnesses and clients.

EASY

Simple to setup and use. With its powerful search functionality, finding and viewing the documents is made easy.

SECURE

Security is paramount. eBrief holds its data securely on highly credible and dependable servers within Australia.

eBrief File Naming Conventions

eBrief uses PDF files.

When importing files into eBrief the following file naming conventions are suggested, however it is possible to upload any PDF file

document-name document-date document-type

For example, if you has an exhibit called Michael Davis dated the 01/12/2015 you would call the file:

Michael Davis 2015-12-01 Exhibit.pdf

If the exhibit also had a number 55 then the file would be called:

Michael Davis 2015-12-01 Exhibit 55.pdf

The following are the document types for automatic importing

- Exhibit
- Transcript
- Authority
- Deposition
- Expert Report
- Witness Statement

Document Format

- document-name (mandatory)
- document-date (mandatory)
- document-type (mandatory)
- document-number (optional)

Document Examples:

Michael Davis 2015-12-01 Exhibit.pdf

Michael Davis 2015-12-01 Exhibit 55.pdf

Transcript Format

- document-name (mandatory)
- document-date (mandatory)
- document-type (mandatory)
- day-number (mandatory)
- comments (optional)

Transcript Examples:

Able Demolitions 2015-12-09 Transcript 2

LONG 2015-09-30 Transcript 2 Page 35-60

HMOOD 2015-08-10 Transcript 6 Index

Other Supported Formats

QLD Commercial List

The file format for the QLD commercial list is as follows:

document-number document-name document-date

Document Format

- document-number (mandatory)
- document-name (mandatory)
- document-date (mandatory)

Examples

BS1234.16 statement of claim 01.12.16.pdf

BS1234.16 defence 01.12.16.pdf

BS1234.16 reply 01.12.16.pdf

BS1234.16 defence and counterclaim 01.12.16.pdf

BS1234.16 reply and answer 01.12.16.pdf

Reference

[QLD Commercial List Electronic Document Naming Conventions](#)