

# FREQUENTLY ASKED QUESTIONS



## Who do I contact for Transportation Help Desk Support?

Contact Transaction Expeditors at [help@transactionexp.com](mailto:help@transactionexp.com). We will review your questions and get back to you as quickly as possible.

## Can I receive training for using QuickContract™?

Certainly! You can schedule attendance at a Webinar training session. Training opportunities are unlimited.

## Which internet browsers are compatible with QuickContract™?

Google Chrome, Microsoft Edge, Firefox, Safari and Opera.

## Which types of formatted documents will QuickContract™ sift?

You can sift documents in .doc, .docx and .pdf format (assuming the scanned version is readable).

## What is a Sifter?

Sifters are artificial intelligence (AI) algorithms that are trained to read text and look for specific concepts. They are designed to learn from experience and improve over time. The Sifters use two types of artificial intelligence to solve this problem: machine learning (ML) and natural language processing (NLP). ML teaches computers to interpret human language as written, regardless of style, then use NLP to convert text into meaning.

The Sifters are trained with machine learning to identify a specific concept, like a consequential damages waiver. Lawyers find hundreds or thousands of examples of a specific concept. Their Data Science team uses machine learning to find the intangible thread that binds the writing of many lawyers, all with their own grammatical flair. As more clients use the Sifters, they improve.

## How are Sifters built?

Sifters are built in a Sifter Factory. It is a 9-step process involving 2 to 3 attorneys and 1 to 2 Data Scientists. It takes the team between 3-5 weeks to build a Sifter. Attorneys review thousands of sentences or phrases that may or may not address the concept covered (usually from 500+ private and public contracts from around the world). When the attorneys have sufficient data, they pass the data over to data scientists, who then build the

machine learning algorithm that uses natural language processing – the Sifter. When the data scientists believe they have hit the quality thresholds established by their team, the Sifter goes through final testing and then is launched into production.

Currently, their team launches between 5-10 Sifters per week, and there are more than 1,800 Sifters currently in the library.

## **Is the sifting process complicated/how does it work?**

It's a short 3-step process for sifting that takes just a few minutes. Longer contracts may take a bit longer. Once you've logged into your account, you'll:

- Step 1: Click "Sift Document" and the system will prompt you to select the document type and then click "Continue".
- Step 2: Upload the contract from your computer, and the system will begin reviewing it.
- Step 3: You'll see a progress bar, and once sifting is complete, you can view the Sifted Document by clicking the "Open" tile.

## **How does this service compare to human reviews?**

QuickContract™ is not a substitute for human review of a contract. Instead, it provides the user with an automated do-it-yourself review and provides actionable non-legal guidance on those issues in the context of the contract so users can better understand the associated risks and make informed changes and redlines. The Sifted document can be exported as a Microsoft Word file or can be shared with other users in your company to optimize collaboration among reviewers.

## **Does the output from QuickContract™ constitute legal advice?**

No, the output does not constitute legal advice and should not be relied on in place of a review by a qualified attorney. As noted above, the output is simply guidance designed to help you make more informed decisions. The guidance suggested through QuickContract™ does not guarantee that the contract provision will hold up in a future dispute.

## **Can I upgrade my subscription?**

Yes, there are three (3) subscription packages: QuickContract™ Silver, QuickContract™ Gold and QuickContract™ Platinum. Clients can upgrade their subscription at any time by contacting their EPIC Representative for more information.