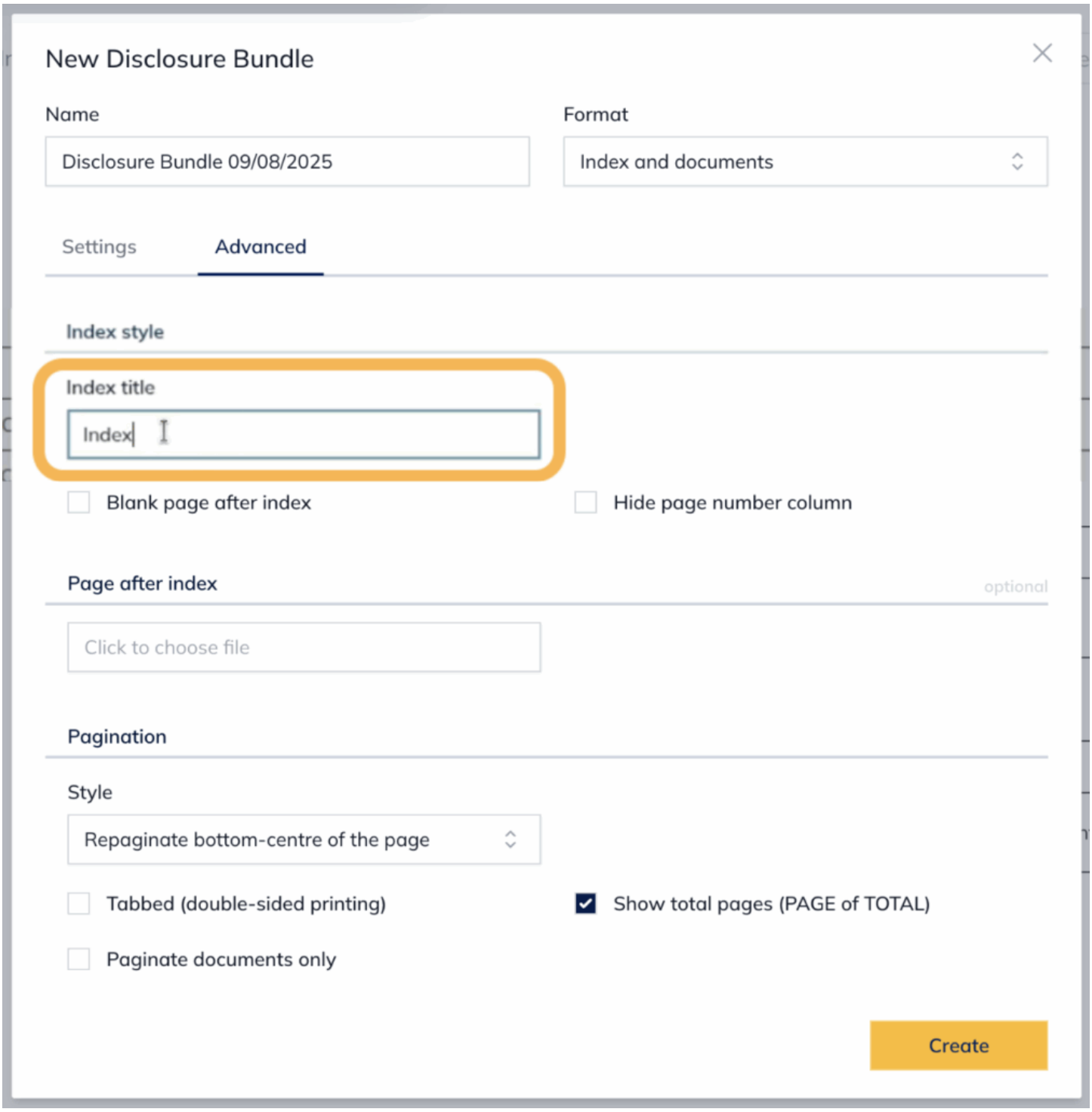
How to replace a disclosure bundle’s index title

Document Management · https://disclosureready.us.legalready.ai/knowledge/replace-index-title/

This article will walk you through the steps to change the title of your disclosure bundle.

The default title for your matter index will always be "Index".

Nonetheless, you can update it during the creation of a disclosure bundle by going to the "Advanced" settings and updating the "Index title field" as needed (e.g. Schedule 1):



Once you have edited the title click on "Create" and the new disclosure bundle will be created with the new index title.

If you need guidance on how to create a brief/court book, check this help article.