



1 CREDIT 1 HOUR LIVE FORMAT

This crash course provides a foundational understanding of the process involved in moving ESI through the four stages of e-discovery – and how to ensure your effectiveness in managing this important aspect of litigation.

The E-Discovery Crash Course – What Everyone Should Know

Get the facts now

What is e-discovery and how does it happen? Along with the explosion of electronically stored information (ESI), there is a corresponding explosion of ESI storage and retention issues, and ultimately, the need to manage the production of ESI through the e-discovery process. What are the basic steps to e-discovery? This crash course provides a foundational understanding of the process involved in moving ESI through the four stages of e-discovery – and how to ensure your effectiveness in managing this important aspect of litigation.

What you will learn

The purpose of this seminar is to introduce legal and corporate professionals to the basics of e-discovery and what they need to know to effectively meet the needs of their clients and corporation, avoid pitfalls, and minimize the burden of e-discovery. At the end of this presentation, attendees will have learned the following:

- A basic understanding of the terminology unique to the e-discovery process.
- The four steps of e-discovery (collection; processing; review; and production) and what they mean to you.
- How to assess the full implications of an e-discovery project, including time, cost and resource requirements.
- A foundational understanding to help you identify potential e-discovery pitfalls and potential problems.
- How to position yourself as an e-discovery resource.

All CLE seminars are delivered in an educational, completely sales-free format.

Additional resources

Schedule a CLE today. To learn about Merrill's CLE courses and other knowledge resources, go to www.merrillcorp.com/knowledge or contact your Merrill Representative.

Corporate Headquarters

One Merrill Circle
St. Paul, MN 55108
800.688.4400
cle@merrillcorp.com

www.merrillcorp.com/knowledge

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