



**You don't have to be a cyber head to understand E-Discovery . . . .  
you just have to be connected!  
Tool Box for Electronic Case Management**

presented by Capital Area Paralegal Association

**Friday, February 5, 2010**

UT-Jake Pickle Research Center-West Campus, MCC Building, 3925 West Braker Lane, Austin, TX

\$75 early registration ([extended to January 20, 2010](#)) - \$100 late registration (Jan 21 – Feb 4)

7.0 hours of CLE approved by NALA and TBLS

for more information: Caro Dubois 512.685.3410 [cle@capatx.org](mailto:cle@capatx.org)

[Registration Form](#)

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How did you find this seminar:  CAPA  Tx Paralegal Division  Other \_\_\_\_\_

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# Tool Box for Electronic Case Management

**FEBRUARY 5, 2010**

UT-Research Center-West Campus, MCC Building, 3925 West Braker Ln, Austin, TX

**8-8:30am Registration**

**8:30-8:45am Welcome**

## **E-Discovery 101 – The Basics**

**8:45 – 9:45am**

**Mandi R. Jackson, Esq., National Director of Internet Services, Scarab Consulting**

Introduction to E-Discovery – terms and definitions

Electronic Discovery Reference Model (EDRM)

Information Management, Meet and Confer

## **Preservation of ESI – Litigation Holds and Rules of Civil Procedure**

**9:45-10:45am**

**Charles E. Davis, PI, CCE, GCCF, Director, Digital Forensics and Investigative Support, LSI**

Computer Forensics Process

Basic Concepts of Preservation

Imaging Concerns

Litigation Holds and ESI Preservation

Methods of Collection – IT or Forensics

**10:45-11:00am BREAK**

**11:00-12:00 noon**

## **Processing, Review and Analysis**

**Bill Baker, CCE, PI, eDiscovery and Forensics Consultant, TERIS**

Reducing the volume of ESI and converting it for review and analysis

Evaluating ESI for relevance and privilege

Evaluating ESI for content & context

**12:00 – 1:00pm**

**Lunch Hour: [Production and Presentation](#) USDC Western District Texas Magistrate Judge Andrew Austin**

What do the courts want to see in e-Discovery and heavy electronic cases?

## **Stop Using Key Words and Search Terms to Meet Your Discovery Obligations**

**1:15-2:15 pm**

**Ryan Murphy, Equivalent Data, Rainmaker**

**Visit the Exhibitors**

**2:15-2:45PM**

## **Ten Steps to Splendid Search**

**2:45-3:45pm**

**Craig Ball, award-winning author of column “Ball in Your Court,” court-appointed Special Master for E-Discovery**

## **Exploiting Discovery Using Early Case Assessment,**

### **Near Duplicate Detection and Concept Search Technology**

**3:45-4:45pm**

**Ed Fiducia, Regional VP, Inventus**

Basis for Civil Discovery

Privilege, Spoliation

Anatomy of ESI – Early Case Assessment

Near Duplicate Detection and Concept Search Technology (CST)

**Exhibitor Parade – gifts for attending**

**4:45-5:00pm**