

Santa Clara County Legal Professionals Association Presents

E-DISCOVERY

Navigating & Managing E-Discovery in the Law Office



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Have you ever thought “*We should have done something about e-discovery and data management a long time ago. Now we just don’t know where to begin!*”

Join our panel of experts who will help you take the stress out of building better e-discovery practices.

- The process of e-discovery from pre-lawsuit to trial
- What types of e-discovery software are available and what is best for your firm?
- How to cost and budget for e-discovery
- How to avoid liability, sanctions, and malpractice
- What is a litigation hold letter?
- How to draft responses to e-discovery requests
- Special consideration for texts, social media posts, and foreign language data
- How to effectively use data obtained at depositions, mediations, and trials

Thursday, August 24, 2017

Schedule:

5:30 p.m. – Registration
6:00 p.m. – Dinner
6:30 p.m. – 8:00 p.m. - Presentation

Location:

Wilson Sonsini Goodrich & Rosati
650 Page Mill Road
Palo Alto, CA 94304
Conference Room – Courtyard 1D
(check in at reception desk)

Workshop Fees: \$55 – Members (includes dinner/no refunds)
\$75 – Non-Members (includes dinner and free one-year membership in SCCoLPA/no refunds)
This workshop has been approved for 90 minutes of CLE/CCLS credit

Register online and pay via PayPal at www.sccolpa.org OR contact reservations.sccolpa@gmail.com

SCCoLPA, a local association of Legal Secretaries, Incorporated, an approved provider, certifies that this activity has been approved for minimum continuing education credit by the State Bar of California in the amount of 1.5 hours, of which zero time will apply to law practice management/prevention, detection, and treatment of substance abuse and emotional distress/elimination of bias credit (as appropriate to the content of the activity).