



## EnCase<sup>®</sup> eDiscovery Suite

**One in-house solution will identify, collect, preserve, process and seamlessly upload only relevant data into the review platform of your choice.**



By culling data at the point of collection and automating the entire process, the EnCase® eDiscovery Suite delivers cost savings of up to 90%. . .

“In one large case, we were able to cull 9.2 million documents to 600,000 for collection. On that case, we saved approximately \$3 million in processing and attorney review costs.”  
 — Ronald K. Perkowski, Senior Counsel, Halliburton

The EnCase eDiscovery Suite enables organizations to assess, identify, collect, preserve and process all potentially relevant data automatically for litigation purposes. Then it enables seamless uploading into leading review platforms, such as Concordance, Summation and Attenex.

The eDiscovery Suite's smart collection and processing capabilities allow you to create search profiles with any combination of select criteria to collect and extract only potentially relevant data. This feature alone dramatically cuts the cost of eDiscovery by significantly reducing the amount of data that must be reviewed and hosted. It eliminates the over-collection of irrelevant data while ensuring that no responsive data is overlooked.

**You can ensure compliance with the new federal rules of civil procedure by implementing an in-house solution:**

**1. Framework for Early Attention:**

The in-house solution allows you to proactively or reactively preserve relevant data well in advance — no calling in consultants or business disruption.

**2. Safe Harbor for Data Destruction:**

The eDiscovery Suite provides a systemized framework to enforce and document your eRecords management policy, allowing a sufficient defense for the case of deleted documents.

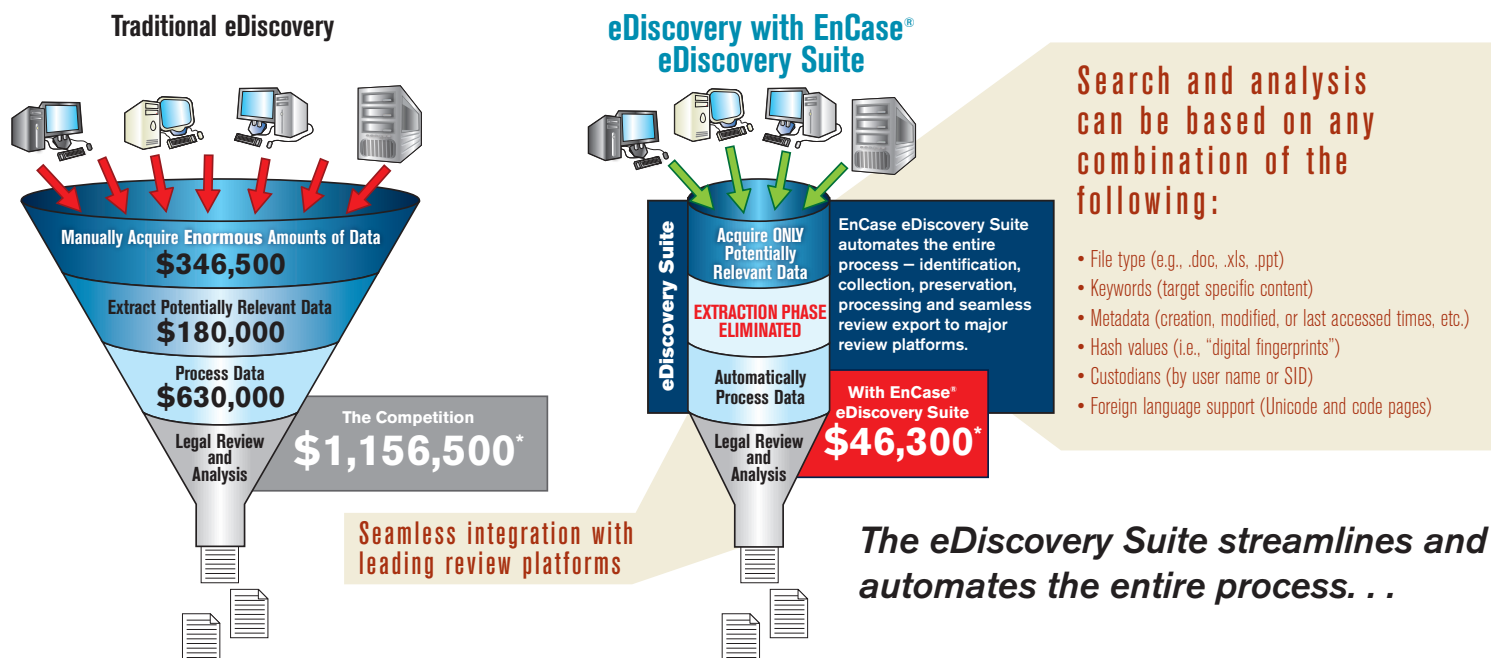
**3. Parties Specify Form for ESI**

**Production:** Parties can request data be preserved in its native format with the metadata intact. The eDiscovery Suite achieves this.

**4. Opponent Access to Your Network if a Defensible Process is Not Demonstrated:**

The eDiscovery Suite is a proven defensible standard. See *Williams vs. Mass. Mutual Life* 226 F.R.D 144.

100 Custodians (100 Hard Drives, 100 PST Files on Server)



The above example is for reference purposes only. Results may vary depending on your eDiscovery needs and your current approach to eDiscovery.

\* Assuming leading competitor extends a 10% discount from published rates due to size of engagement.

## There are many eDiscovery service providers, but there is only one in-house eDiscovery solution. . .

- **Culls the data at the point of collection:** Targeted, system-wide searches preserve only potentially relevant documents. Search and analysis can be based on any combination of select search criteria.
- **Automated:** The software collects and preserves data, based on your search criteria, around the clock and scales to any size network.
- **Scalable:** Scales to cases from a few megabytes to terabytes of data.
- **Highly auditable process:** A central database tracks detailed collection information about every custodian's universe of data, so you can ensure proper chain of custody and view real-time status on the state of any given collection or process.
- **Collect individual files/documents:** Collect individual files/documents, preserving metadata at the source.
- **Minimally invasive:** EnCase Enterprise works transparently over the network, you never impact users or the network or take servers offline.
- **Seamless integration:** Integrates with world-leading eDiscovery review platforms.
- **Recognized worldwide as the best practice for discovery and analysis:** It's built upon EnCase Forensic technology, the world's leading computer forensics tool.
- **Forensically sound:** EnCase software is supported by published case law and an unparalleled track record in court. As such, EnCase Enterprise software is a highly defensible process that limits risk by creating a digital chain of custody to maintain evidence integrity.

## The eDiscovery Suite addresses the following phases of eDiscovery entirely in house. . .

**Identification:** Provides a pre-collection assessment of file metadata to determine which documents might be responsive in a search. This helps to fine tune search criteria and provides a method to generate a report summarizing the data collected.

**Search and Collection:** Utilizes a rich set of search criteria so only potentially relevant data is collected. Collections can occur from desktops, servers, mapped drives, Exchange and Domino servers, and other data repositories. A complete session log is provided for each custodian collection to maintain a chain of custody.

**Preservation:** Collected data is stored in the industry-standard EnCase Logical Evidence File, a tamper-proof, forensically-sound container that preserves the collected files and emails in their native format leaving the metadata unaltered.

**Processing:** Consolidation and secondary filtering, using the same set of search criteria used during the initial collection or a completely new set of search criteria. The files can be deduplicated across all custodians or within specific custodians.

**Review Platform Integration:** Files are exported or exposed in their native file format into the leading review platforms. Additionally, the option exists to create a load file of responsive data for certain review platforms.

“We anticipate that Guidance Software’s EnCase will save us millions of dollars in eDiscovery alone, and once we’ve fully implemented Guidance Software’s in-house solution, those savings should increase even further.”

– Tracy Holland,  
Litigation Counsel, Dell

Using traditional collection methods, lawyers have had to decide which computers to collect data from based on guess work; then consultants copy the entire drive in an effort to ensure no important files are missed. The result: critical files aren't collected and large numbers of irrelevant files (for example, family pictures, music files, etc.) are. Missing critical files and long delays due to an inefficient process can result in severe court penalties, ((*Coleman Parent*) Holdings v. *Morgan Stanley* and *Zubulake v. UBS Warburg* are well-known examples of this) while collecting irrelevant files results in excessive uploading, hosting and review costs.

## The EnCase® eDiscovery Suite includes the following modules:

### → Search and Collection Module

The search and collection module enables automated, efficient search and collection of discovery-responsive data.

### → Email Processor

Extracts and searches email from various sources, culling at the point of collection, with the results stored to a responsive only EnCase Logical Evidence File (LEF), a PST file (if a PST was the original source file), an NSF file (if an NSF file was the source) or MSG files.

### → Case Reporter

Provides a quick file type assessment of a sampling of custodians to assist in defining search criteria for primary and secondary culling. Gathers file extension metrics on a previewed drive or evidence file and generates an Excel report with summary results.

### → Evidence Processor

Groups all gathered data into a single master repository (Logical Evidence File). Provides the ability to do secondary culling and searching while consolidating data and also performs deduplication. The Master LEF can be used as input into the attorney review platform.

## These software components are required to use the EnCase eDiscovery Suite:

### → EnCase Enterprise SAFE Software

Software used to authenticate users, administer access rights, retain logs of EnCase transactions, broker communications and provide for secure data transmission. The SAFE communicates with Examiners and target nodes using 128 bit AES encrypted data streams to protect inter-component communication.

### → EnCase Enterprise Examiner

Software installed on an investigator's computer to conduct eDiscovery search and collection. It can also proactively audit systems for compromises and perform decisive, penetrating incident response and computer forensic investigations.

### → Snapshot-enabled enterprise connections

These connections define the number of custodians that can be searched in parallel.

### → EnCase Servlets

Nonintrusive, passive software installed on workstations and servers to enable analysis.

## Socha 2006

### Ranks

## Guidance Software in the Top Five eDiscovery Software Providers

*The Socha 2006 Survey ranked the top eDiscovery software providers based on the following set of seven criteria, and Guidance Software emerged as one of the top five market leaders and the top eDiscovery collection software provider.*

- Experience and reputation
- Nature & scope of software offered
- Capacity
- How extensively consumers used the software offered
- Law firm rankings
- Corporate rankings
- Revenue estimates

## About Guidance Software

Founded in 1997, Guidance Software is recognized worldwide as the industry leader in computer investigation solutions. Its EnCase® solutions provide the foundation for both law enforcement and corporate enterprise investigations that enable corporate, government and law enforcement agencies to conduct effective computer investigations of all types, respond promptly to eDiscovery requests, and conduct rapid and thorough internal investigations involving digital evidence, all while maintaining the forensic integrity of the data. More than 20,000 investigators depend on EnCase software, and more than 4,000 investigators attend Guidance Software's forensic methodology training annually. Validated by numerous courts worldwide, EnCase software is also frequently honored with top security awards from *eWEEK*, *SC Magazine*, *Network Computing* and others.

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