



Data Collection

Overview

Properly collected data can help avoid sanctions or possibly impact the outcome of a case, which makes data collection a critical component of the electronic discovery process. Electronic documents must be properly collected in order to maintain their integrity and meet strict defensibility requirements for litigation. TechLaw Solutions uses proven, repeatable and defensible data collection protocols and procedures to ensure that clients are properly protected during litigation. A comprehensive chain-of-custody practice is utilized for the handling of digital evidence, along with secure data storage protocols. TechLaw Solutions has the ability to forensically acquire and preserve data for clients in response to subpoena requests, internal inquiries and investigations, or other types of litigation that require electronic discovery services.

Where is Data Stored

Data can be stored in a variety of locations and on a wide range of hardware devices. TechLaw Solutions uses forensically-sound and legally defensible data collection procedures, equipment, and methodologies to acquire data from:

- › Laptop and desktop computers
- › Network email servers
- › Backup tapes/archives
- › Network file servers
- › PDA/Portable devices

How Is Data Collected

A common mistake made during the data collection process is the use of poor procedures, tools, or improperly trained personnel. TechLaw Solutions understands that each subsequent phase of the electronic discovery process hinges on the integrity of the data collection process. For this reason, only proven industry-standard and trial-tested procedures and tools are used to collect electronic data. Depending on the scope of a litigation request, data can be collected in the following formats:

- › Full bit-stream image collection
- › Active file collection / server data
- › Backup tape restoration

TechLaw Solutions always maintains detailed chain-of-custody information throughout the electronic discovery process from the time that data is acquired.

Deleted File Recovery

An electronic file is not necessarily gone just because it is deleted. The document actually resides on the electronic media upon which it was stored until that area of the media is overwritten. Deleted files can unknowingly reside on electronic media for an indefinite period of time. Still in-tact and recoverable, deleted files can often play a pivotal role during litigation. Through the use of proven computer forensic tools and processes, TechLaw Solutions can collect and analyze electronic media and recover deleted items that have not yet been overwritten.

Summary

As part of the full spectrum of e-discovery services offered by TechLaw Solutions, a defensible data collection methodology is the foundation upon which a solid electronic discovery process is built. TechLaw Solutions ensures your data is securely and appropriately handled to maintain content integrity, chain-of-custody, and defensibility.