



# EMC Information Policy Management Workshops

## Business Challenge

In today's age of changing regulations and rapidly growing pools of electronically stored information, organizations are looking for a deeper understanding of current challenges and available tools. Whether they are considering bringing eDiscovery in-house, or seek a better grasp of e-mail management, organizations want to more clearly understand what solutions can provide the greatest ROI across their enterprise.

What is needed is an interactive environment where organizations can share their views to align their departments and key decision-makers. EMC® Information Policy Management Workshops are cost-effective, low-risk venues where organizations can connect with compliance professionals.

## Service Description

EMC Information Policy Management Workshops are designed to help you understand current eDiscovery and e-mail management challenges and the technical and business capabilities required to address these challenges. These targeted one-day workshops are delivered by experienced EMC compliance solutions consultants. Our consultants help focus the workshop dialogue—bringing to light areas of concern and exposing critical gaps between your current processes and industry standards and best practices.

The two workshop tracks and their respective topics include:

### EMC eDiscovery Issues Workshop

- Current issues, industry trends, and best practices in compliance and eDiscovery
  - eDiscovery gap analysis
  - Mock hearing video
  - Unstructured data
  - Source mapping exercise
  - Prioritized recommendations
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## EMC E-mail Policy Management Workshop

- Current issues, industry trends, and best practices in compliance and eDiscovery
- E-mail gap analysis
- Mock hearing video
- E-mail management
- Source mapping exercise
- Prioritized recommendations

At the conclusion of the workshop, our consultants jointly develop prioritized recommendations based on workshop dialogue, findings, and results. These recommendations may include suggestions on:

- Backup and archiving processes
- Litigation hold and notice policies
- Treatment of unstructured content
- General e-mail use policies
- E-mail security policies
- E-mail retention policies

## Summary of Benefits

EMC Information Policy Management Workshops help you build the understanding required to better achieve your business objectives and review your abilities to meet future eDiscovery and e-mail management obligations.

Key customer benefits include:

- **Cross-functional dialogue:** Generate the cross-functional dialogue necessary to properly align multiple departments to execute company initiatives.
- **Deep dive:** Get an in-depth look into current issues, best practices, and available tools.
- **Recommendations:** Better meet business objectives with prioritized custom recommendations.
- **Experience:** Experienced compliance professionals help you understand and prioritize your specific eDiscovery and e-mail management challenges.

## EMC Compliance Practice

The EMC Compliance Practice provides business-driven solutions to meet your compliance and eDiscovery needs. From building up in-house eDiscovery capabilities to developing practical approaches to classification and policy management of information, our compliance professionals utilize years of law, content and records management, IT and security experience in our packaged, custom, and focused engagements.

## Take the Next Step

Visit [www.EMC.com/eDiscovery](http://www.EMC.com/eDiscovery) for more information on EMC Compliance Services and Solutions.



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Service Overview  
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