

EXECUTIVE LEADERSHIP SERIES

PREPARING TODAY'S LEADERS
FOR TOMORROW'S CHALLENGES

Dr. Louise Spiteri is an Associate Professor and Director at the School of Information Management, Dalhousie University.

Dr. Spiteri teaches in the areas of the organization of information, information management, records management, and the design of metadata systems and taxonomies. Dr. Spiteri's research focuses on the use of social media applications to the design and use of information management and retrieval systems.



eDiscovery: 9am - 5pm

Managing your records in an age of portable data

eDiscovery is the term used for the initial phase of litigation where the parties in a dispute are required to provide each other relevant electronic information and records, along with all other evidence related to the case. Increasing use of mobile devices has raised specific data management and e-discovery risks regarding retention and governance of mobile-created business records. With incidences of litigation rising in Canada, the costs associated with eDiscovery are growing at an exponential rate. To manage these costs, eDiscovery needs to be treated as a standard business process. This seminar will discuss government regulations pertaining to eDiscovery (e.g., the Sedona Canada Principles), as well as specific strategies to manage and control digital enterprise content to properly address eDiscovery processes.

Learning outcomes:

- Enhanced ability to manage and control distributed content across different enterprise content silos
- Understanding of the eDiscovery process

Learning outcomes: (cont.)

- Understanding of government regulations pertaining to eDiscovery;
- Understanding of the role of retention and disposition in eDiscovery (e.g., Sedona Canada Principles).
- Understanding of best practices in developing policies and procedures for using mobile technologies

Audience

- Managers or Information Management professionals who are responsible for data stewardship, data governance, or risk management.

This seminar will be offered in one of three possible different locations. Choose the location that is most convenient for you:

- Halifax, or
- Ottawa, or
- Toronto

Date

Thursday, June 23, 2011

CFAME, 1459 Oxford Street,
Halifax, NS B3H 4R2
Tel: (902) 494-7135 (800) 205-7510
Fax: (902) 494-5164
Web: cfame.management.dal.ca
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eDiscovery: Managing your records in an age of portable data Registration Form (or Register Online at cfame.management.dal.ca)

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Address		
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Work Phone	E-Mail Address	
Dalhousie Alumni or Student? <input type="checkbox"/>		

Seminar Session	✓ Halifax	✓ Toronto	✓ Ottawa
<input type="checkbox"/> One- Day Seminar* Thursday June 23, 2011 (9am -5pm) Registration Fee: Regular \$750.00/day Dalhousie Alumni & Students \$600.00/day 20%-Off – RBC for Employees \$50-Off Early Bird Special - (Book two weeks in advance)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* (Location TBA upon registration) (Lunch is included with registration)

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