**Legal Data Intelligence**

# Internal Investigations

## Initiate

### Identify Data
Define custodians and data sources (typically the most time-consuming part of this process from an internal perspective)

**Tech's Role**

Helps track and catalog available data sources and could be used to find data sources instead of conducting manual interviews

### Issue Legal Hold Notice
Initiate the preservation process

### Collect Data
- Conduct physical and electronic interviews to determine where relevant data exists
- Assess whether specific key custodians and data sources should be collected to comply with discovery demands
- Gather data from identified sources

**Tech's Role**

- Finds data sources instead of conducting manual interviews
- Automates the preservation of electronically stored data (mailbox and laptop data, network drives, SharePoint, etc.)
- Pulls data from sources into a platform for processing
- Reduces collection of ROT data by excluding non-relevant documents by using date filters, export rules to filter junk / system files, etc.

### Process Data
Load and process collected data

**Tech's Role**

- Quickly manages large data volumes
- Eliminates manual workflows and reduces human error
- Reduces hosting of ROT data through de-duplication, de-NISTing, etc.

## Investigate

### Search
Run searches to find pertinent data

**Tech's Role**

- Locates material related to the investigation
- Finds hot documents or information early in the process
- Reduces review volume / ROT data through threading, de-duplication, search terms, TAR, etc.

### Evaluate Results
Review search results and cull data

**Tech's Role**

Culls the data population

### Analyze Data
Examine data to find relevant information and insights

**Tech's Role**

- Uses continuous active learning while human reviewers examine data
- Provides explanations and citations to help validate output
- Codes information for privilege / privacy, which is useful if it's determined that a chance of litigation could come later

### Apply Strategic Decision-Making
Determine the information relevant to the investigation

## Implement

### Act on Results
Determine next steps based on findings