LawShelf Educational Media

E-Discovery

Course Description

The E-Discovery course offers a cutting-edge look into the legal and technological factors that impact the electronic discovery process in civil litigation. It explains the basic technologies involved in electronically stored information and retrieval of that information. It also applies the rules of civil procedure as they relate to electronically stored information and the extent to which those rules govern E-Discovery.

Course Learning Outcomes

At the completion of this course, the student should be able to:

- Define "electronically stored information" in many of its forms;
- Explain the technologies involved in storing and retrieving electronic information;
- Apply the rules of civil procedure to electronic information;
- Apply the proportionality rule and other rules unique to e-discovery;
- Determine the extent with which information sought and recovered during the e-discovery process is admissible at trial.

Recommended Prerequisite

Discovery in Civil Litigation

Final Exam

Grades and credit recommendations are based solely on a final exam. When students are ready to take the final exam, they should register for a LawShelf account (or simply log in, for those with existing accounts). Go to the video-course page and click "Take the Final Exam" and pay the exam fee, where applicable. Students will be given instructions on how to take the exam. All exams are proctored by the Voice Proctor® proctoring system. An overview of the system is provided here and it requires no training or learning curve. Grades of 70% or above are considered passing grades and qualify for recommended transfer credit.

The final exam is based on the video course modules. Additional resources detailed in this syllabus are helpful for background and for building greater understanding of the course materials.

Inquiries can be made through the LawShelf Contact form on our website by clicking the "email us" button that appears at the bottom of most LawShelf pages. Transcripts can be ordered via Parchment, as detailed on our website.

Case Studies

Many LawShelf video courses include case studies. These do not necessarily teach new material but are meant to demonstrate how the materials covered in the course are applied by various courts. Concepts covered in the case studies are covered on the final exam; so watching the case studies is necessary before taking the exam. However, it is unnecessary to memorize the facts and details of the cases covered in these case studies.

Self-Quizzes

Video-course modules and case studies feature self-quizzes that consist of practice questions on the materials covered in the videos. These questions are presented for the benefit of the student and are important to review before taking the final exam because they are similar in style and substance to the questions on the final exam. These quizzes are not graded or monitored and there is no record of how students answer these questions. Students may answer these questions as many times as they like and are encouraged to keep re-taking the quizzes until they have mastered all the questions.

Study Guide

Courseware Readings

These courseware readings provide background to help students better understand the main parts of the course, which are the video-course modules below.

https://lawshelf.com/coursewareview --> **Civil Litigation**

Discovery and Federal Rule of Civil Procedure 11:
https://lawshelf.com/coursewarecontentview/discovery-and-federal-rule-of-civil-procedure-11

All materials: **https://nationalparalegal.edu/API_AK/courseware_asp_files/E-Discovery/menu_E-Discovery.aspx**

<u>Video Course Modules</u>

These videos constitute the <u>main part of the course</u> and are they sources of the questions on the final exam.

E-Discovery Overview
https://lawshelf.com/videocoursescontentview/e-discovery

Introduction to E-Discovery - Module 1 of 5
https://lawshelf.com/videocoursesmoduleview/introduction-to-e-discovery--module-1-of-5

Where ESI is Stored and How it is Retrieved - Module 2 of 5
https://lawshelf.com/videocoursesmoduleview/where-esi-is-stored-and-how-it-is-retrieved--module-2-of-5

Getting the Data from the People who Store It - Module 3 of 5
https://lawshelf.com/videocoursesmoduleview/getting-the-data-from-the-people-who-store-it--module-3-of-5

Proportionality and Admissibility - Module 4 of 5
https://lawshelf.com/videocoursesmoduleview/proportionality-and-admissibility--module-4-of-5

Practical Applications and Challenges for the Future - Module 5 of 5
https://lawshelf.com/videocoursesmoduleview/practical-applications-challenges-for-the-future--module-5-of-5

<u>Supplemental Suggested Readings</u>

These materials enable students to achieve a deeper understanding of the course materials and in applying the course to real-life situations.

Discussion of Electronic Discovery at Rule 26(f) Conferences
https://www.mnd.uscourts.gov/sites/mnd/files/eDiscovery-Guide.pdf

E-Discovery Toolkit
https://www.educause.edu/focus-areas-and-initiatives/policy-and-security/cybersecurity-program/resources/information-security-guide/toolkits/ediscovery-toolkit