

A Hands-On, Practical E-Discovery Conference Like No Other

# The ACEDS 2011 Annual E-Discovery Conference

March 23-25, 2011 | Westin Diplomat | Hollywood, Florida USA



## Top Experts Give You Crucial Training and Guidance

- Learn best practices from 28 experts
- Network with colleagues, share challenges, make career connections
- Invaluable knowledge to upgrade your skills and build winning strategies
- You question experts in our dynamic format; and we make sure you get answers
- Vital intelligence for *both* private sector and government e-discovery specialists
- An investment with big dividends in great tools for now and tomorrow
- All at great prices in a spectacular setting!

## Earn up to 18 CLE and CPE Credits.

### A Taste of What You Will Learn:

- Social media, the cloud, and overcoming cross-border barriers
- Budget, budget, budget - Winning without breaking the bank
- Hands-on demo of a computer's hidden treasures and the reach and limitations of technology
- E-discovery fundamentals for beginners and the not-fully-computer-savvy and much more!!

Register  
now for  
as low as  
\$1035!

## Hands-On Demonstrations, Practical Guidance, Interactive Learning, Priceless Networking, Great Prices. See Raves Inside.

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**“The single best conference I have attended in content and commitment of the participants to learn and network. Great exposure for our company.”**

**Steve Racioppo,**  
Chief Operating  
Officer  
TLO  
Boca Raton

**“Conferences [The Intriago Group] organized were smashing successes: the content...was comprehensive and pertinent. Selection of speakers and topics was astute and the interactive format was excellent. They... facilitated significant networking.”**

**Bruce Zagaris, Esq.,**  
Berliner,  
Corcoran & Rowe  
Washington, DC

## Who We Are

The Association of Certified E-Discovery Specialists (ACEDS) is the member organization for private and public sector professionals in the legal, corporate, government, information technology and litigation support fields who work with e-discovery. ACEDS seeks to en-



hance the knowledge and skills of its members so they may perform their jobs better, achieve good results and reduce costs and risks.

We seek to enrich our members' careers by expanding their networks through live and online events.

We are building a community of e-discovery specialists distinguished by the Certified E-Discovery Specialist (CEDS) certification and the strong desire to learn best practices and exchange ideas and guidance with fellow professionals.

Our management has decades of experience in delivering practical and objective continuing education, training, specialized editorial content, conferences, and community building opportunities. This team has constructed and awarded world-class certifications that meet the highest standards of competency assessment and psychometric principles professionalism, notably the Certified Anti-Money Laundering Specialist certification, which is the gold standard in its field.

### ACEDS Information and Resources

**ACEDS.org** Provides news, guidance, best practices, tips, tools and analysis

and other resources.

**Bits & Bytes E-Newsletter** Our lively bi-weekly electronic newsletter provides e-discovery legal analysis, analysis of evolving technologies, and updates on current trends.

**Podcasts** ACEDS interviews newsmakers and experts on hot topics in the field.

### Training Events

**Web seminars** ACEDS.org brings you monthly web seminars on hot topics and best practices, lessons from the frontlines and effective strategies and techniques.

**Live seminars** Coming in May 2011, receive expert instruction at major cities on critical subjects. Check [ACEDS.org/seminars](http://ACEDS.org/seminars) for updates.

**On-Demand Training** Coming in May 2011, we will offer online curriculum training on crucial e-discovery practice and policies.

### Networking and Community

**Live Chats** Members receive complimentary access to live chat sessions where experts share tips and answer questions. During these one-hour discussions, experts address key issues and challenges in the e-discovery field.

**Task Forces** ACEDS Task Forces let members shape ACEDS training and website content, formulate activities in regions of the world, explore the merits of chapters in various cities, explore and promote e-discovery inroads in areas like arbitration and the criminal law, and other groundbreaking activities.

**5** Easy  
Ways  
to  
Register

**ONLINE**  
[aceds.org/  
conference](http://aceds.org/conference)

**E-MAIL**  
[memberservices  
@aceds.org](mailto:memberservices@aceds.org)

**MAIL**  
ACEDS  
Rivergate Plaza  
444 Brickell Ave.  
Suite 250  
Miami, FL 33131  
USA

**TELEPHONE**  
786-517-2707  
or  
305-377-2050  
**FAX**  
786-316-0006

# A Hands-On, Practical E-Discovery Conference Like No Other. Register Today and Save!

## The Challenge of E-Discovery

Electronic discovery is the 21st century challenge to our legal systems. The data deluge makes the management of electronically stored information, or ESI, an essential skill for finding information quickly and cost-effectively. Our system of justice requires



this new competency. Knowledge of current best practices and the ability to consult respected specialists are essential to enhance your competence.

## The oncoming globalization of e-discovery

Complying with e-discovery requirements is difficult enough in the US, but when e-discovery requests seek documents located overseas, the issues and dangers intensify. The US custom of “broad and liberal discovery” is unique. In the European Union, for example, laws protecting personal privacy typically cover documents and information that would be readily disclosed in US courts. This ACEDS conference seeks to help you be better prepared to meet e-discovery challenges successfully.

## We couldn't say it better

*What Los Angeles Lawyer Magazine said about e-discovery certification in December 2010:*

- Certification results in ‘lower costs’ and ‘higher-quality work’
- Certification gives lawyers more ‘confidence’ in work assignments
- Certification spawns people with ‘interdisciplinary skills’
- Lawyers better meet ‘client needs’ by hiring ‘qualified’ people
- Independent, professionally-recognized certification is ‘essential’

**Become a CEDS. Apply for the exam now at [aceds.org](http://aceds.org).**

**Put your career and your client's protection on a higher plane.**

**[ACEDS.org/certification](http://ACEDS.org/certification)**

**[lacba.org/Files/LAL/Vol33No9](http://lacba.org/Files/LAL/Vol33No9)**



## Who Should Attend

### From Law Firms

Litigators  
Business Lawyers  
E-Discovery Specialists  
Litigation Support Professionals  
Paralegals and Para-Technicals  
IT Professionals  
Staff Attorneys

### From Corporations

General and Assistant General Counsel  
Staff Attorneys  
Litigation Support Professionals  
IT Professionals  
Compliance and Risk Officials  
Human Resources Managers  
Records Managers  
Project Managers

### From Government Agencies

Chief Counsel  
Staff Attorneys  
Prosecutors  
Litigation Support Professionals  
IT Professionals  
Inspectors General  
Special Agents and Investigators  
Paralegals

### From Technology and Professional Services Firms

Consultants  
Software and Hardware Providers  
Litigation Support Professionals  
Forensic Professionals  
Document Review Staff

### From the Judiciary

Federal Magistrate Judges  
Judicial Assistants  
Law Clerks

# Optimized discovery

## When the essential parts work together as one



You know that a highly efficient discovery process translates to a high quality response. From the moment the request arrives, every step of your discovery process must enable speed, security, accuracy and unquestionable integrity, all at a controlled cost.

Deloitte Discovery's deep experience and full scope of services can help take your discovery process from a series of individual steps to an optimal, seamless system. We examine your specific discovery needs, establish best practices and move with you throughout the process as one. From preparation to completion, we help you deliver the results that allow counsel to make the most of discovery data.

[www.deloitte.com/us/discovery](http://www.deloitte.com/us/discovery)

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# Conference Sponsors and Exhibitors

## Presenting Sponsor



RenewData is a trusted provider of eDiscovery, archiving and review-acceleration solutions to help law firms, corporations, and government agencies manage the inherent risks associated with Electronically Stored Information (ESI). RenewData services feature unique and scalable technology, superior legal and technical expertise, and a high security facility to deliver defensible, accessible, and manageable data to our clients in a cost-effective and timely manner. RenewData has been ranked a top provider for five consecutive years in the Socha-Gelbmann Electronic Discovery Survey Report and included for three years in Inc. magazine's list of fastest-growing privately held companies. [renewdata.com](http://renewdata.com)

## Diamond Sponsor



Deloitte, through its discovery offerings, is a global, one-stop service provider for all discovery-related services including litigation readiness, data collection, data filtering, processing, hosting, document review and production. With flexible pricing options designed to meet a variety of our clients' requests, we work without a one size-fits-all approach to help counsel and companies control the costs and mitigate the risks associated with the discovery process. [deloitte.com/us/discovery](http://deloitte.com/us/discovery)

## Platinum Sponsors



Clearwell Systems is transforming the way enterprises, government agencies, and law firms perform e-discovery in response to litigation, regulatory inquiries, and internal investigations. The Clearwell E-Discovery Platform streamlines end-to-end e-discovery, providing a single product for identification, collection, processing, analysis, review, and production. Leading organizations such as Clear Channel Communications, Constellation Energy, Cisco, the Department of Health and Human Services, DLA Piper, Johnson & Johnson, Microsoft, NBC Universal, and Toyota are using Clearwell to streamline collections, accelerate early case assessments, intelligently cull-down data, increase reviewer productivity, and ensure the defensibility of their e-discovery process. Clearwell Systems is an active participant in the Electronic Discovery Reference Model (EDRM) Project, The Sedona Conference, and the Text Retrieval Conference.



Huron Legal provides advisory and business services to assist law departments and law firms to enhance organizational effectiveness and reduce legal spend. Huron Legal advises on and implements strategy, organizational design and development, outside counsel management, operational efficiency, and discovery solutions, and provides services relating to the management of matters, contracts, documents, records, digital evidence and e-discovery. Learn more about: Huron's IMPACT™ solution, which delivers sustainable cost reductions ranging from 15 to 40 percent; R3con™ solution, a cost-effective forensic investigation solution to protect enterprise data; Sp3ctrum™ solution, a managed services discovery solution; and V3locity® solution, offering a streamlined e-discovery process that results in predictable discovery costs. [huronconsultinggroup.com](http://huronconsultinggroup.com)

# Conference Sponsors and Exhibitors

## Gold Sponsors



Applied Discovery is a worldwide electronic discovery leader offering multi-national collection, analytics, processing, review, and production services for law firms, corporations, and government organizations engaged in audits, investigations, and litigation. [applieddiscovery.com](http://applieddiscovery.com)



Since 2003, First Advantage Litigation Consulting has supported complex litigation and high-stakes investigations, specializing in multilingual, multi-jurisdictional matters. We take a 360° view of every engagement - assessing risk, anticipating obstacles, and managing information every step of the way. [fadvlit.com](http://fadvlit.com)

## Silver Sponsor



Stroz Friedberg is the leading global consulting firm for managing digital risk and uncovering digital evidence. The company specializes in digital and mobile device forensics, electronic discovery, data breach response, anti-money laundering, and cyber and traditional investigations. Working at the cutting edge of law, policy, and technology, the company provides technical assistance and strategic advice to help clients effectively manage electronic information. Learn more about the firm's capabilities and experience at [strozfriedberg.com](http://strozfriedberg.com).

## Tote Bags Sponsor



For almost a decade, BIA has been developing and implementing defensible, technology driven solutions that reduce the costs and risks related to litigation-regulatory compliance and internal audits. BIA offers enterprise software solutions complemented by mature professional services in the areas of Litigation, Digital Investigations and Electronic Policy Consulting. BIA provides software and services to Fortune 1000, Global 2000 companies and Am Law 100 law firms. Headquartered in New York City, BIA also has offices in San Francisco, Seattle, Washington DC and in Southwest Michigan. BIA maintains digital evidence response units throughout the United States, Europe, Asia, and the Middle East. BIA's unique and positive workplace culture promotes diversity and celebrates the professional skills of each individual. <http://www.biaprotect.com>

## Featured Exhibitors



AccessData Group has pioneered computer forensics and litigation support for more than twenty years. Over that time, we have grown to provide a broad spectrum of stand-alone and enterprise-class solutions that enable digital investigations of any kind. More than 100,000 customers in law enforcement, government agencies, corporations and law firms around the world rely on AccessData software solutions, as well as our premier hosted review and digital investigations services. Law firms and corporations use our market-leading AD eDiscovery solution to search for, collect, process, cull and analyze electronic evidence for the purposes of litigation. In addition, our AD Summation line of legal review and case management products, including CaseVantage and the award-winning iBlaze, is the top choice among law firms.



Robert Half Legal offers cost-effective and scalable solutions for your e-Discovery needs. We strategically work with clients to provide an integrated solution that includes legal staffing services, a team of highly-skilled project professionals, dedicated project space and an experienced project management team. We can implement an electronic data discovery and review process you can depend on to deliver consistent results every time you are faced with a request for discovery. We provide you with one managed process that provides the most cost-effective and highest quality results on every case, regardless of its size, requirements and complexity. [roberthalflegal.com](http://roberthalflegal.com)



Hot Neuron's Clustify software makes e-discovery more efficient by grouping related documents into clusters and labeling each cluster with descriptive keywords. The keyword labels provide a quick overview of the document set, and aid in navigating the documents and constructing search queries. Grouping related documents into clusters speeds up review and ensures that related documents are reviewed together for greater consistency. The user chooses the criteria for clustering the documents. Documents can be grouped together because they are about the same topic (conceptual clustering), or because they contain long pieces of identical text (near-duplicates). If new documents are added to a case after review has begun, Clustify can look for similar documents that have already been reviewed, and automatically tag or issue-code the new documents in the same way (predictive coding). Clustify's excellent scalability allows it to handle millions of documents on a modest desktop computer.



Digital Legal Florida integrates leading software products to provide eDiscovery and litigation support services. With decades of experience within law firms, software companies and service providers our consultants are uniquely qualified to develop flexible and cost-effective strategies for the defensible discovery of ESI. Law firms, corporations, and government entities engage Digital Legal for collaborative expert assistance through multiple stages of the EDRM. Our core competencies include data preservation, early case assessment, forensic data collection, ESI filtering, processing, hosted review, and production. Great verdicts begin with Digital Legal Florida.

# Conference Sponsors and Exhibitors

## Association and Affinity Partners



ARMA International is a not-for-profit professional association and the authority on managing records and information – paper and electronic. The association was established in 1955. Its approximately 11,000 members include records managers, archivists, corporate librarians, imaging specialists, legal professionals, IT managers, consultants, and educators, all of whom work in a wide variety of industries, including government, legal, healthcare, financial services, and petroleum in the United States, Canada, and more than 30 other countries.



The Masters Conference brings leading experts and professionals from law firms, corporations and the bench to develop strategies, practices and resources for managing the information life cycle. Masters Conference is a boutique educational forum where a select group of speakers, vendors and attendees convene to engage in a proactive collaboration on current challenges in the legal space. Our advantage is that we have a different focus that caters to a niche target audience of high level decision-makers who steer the course of the industry.



Women in eDiscovery is a national organization bringing together businesswomen across the world interested in technology related to the legal industry and provides opportunities to help them and other businesswomen grow personally and professionally through leadership, education, networking support, and national recognition. For more information on Women in e-Discovery's free membership and its local and national events, visit [www.womeninediscovery.com](http://www.womeninediscovery.com).



When your e-discovery process is stuck in stop-and-go traffic

## It's time for Huron.

By streamlining the process and providing expertise and superior technology, we often **reduce e-discovery costs by 60 percent**. Take the fast lane with a revolutionary experience that offers a predictable, fixed-price solution.

Cost Control | Information Management

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# The Experts You Will Hear and Meet



**Marta Alfonso - Partner, Morrison Brown Argiz & Farra, LLP**

An accountant and attorney, she has extensive in-house corporate experience, provided financial and accounting guidance in bankruptcies and served as a federal receiver for large companies. She has a range of practice areas, including forensic accounting, litigation support, and technology consulting, and has been involved first-hand in e-discovery within those areas through numerous cases. She has consulted in insolvency, criminal RICO, money laundering, and accounting malpractice matters. She worked as comptroller at the Federal Housing Administration and as director of the Office of Asset and Credit Management.



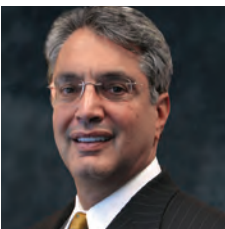
**John M. Barkett - Partner, Shook, Hardy & Bacon LLP**

Immediate past chairman of the American Bar Association's National Institute on E-Discovery, and partner at Shook, Hardy & Bacon LLP, Miami, he specializes in litigation and commercial arbitration. He is an adjunct professor in e-discovery at the University of Miami School of Law and liaison to the Federal Civil Rules Advisory Committee of the ABA Section of Litigation. He authored, *E-Discovery: Twenty Questions and Answers* (2008) and *The Ethics of E-Discovery* (2009) (First Chair Press), and has published several articles on e-discovery.



**Sean Byrne - Litigation Solutions Counsel, Project Leader Associates**

Litigation Solutions Counsel for Project Leader Associates in Chicago, the country's largest provider of IT services to the legal industry, he has served as both a litigator and consultant in the e-discovery industry for more than 14 years. He is experienced in assisting law firms and corporations to manage the risks associated with the high volume of electronically stored information maintained by today's typical corporate enterprises. Prior to joining PLA, he worked as a litigator and later, as a consultant with the global litigation services groups of KPMG and FTI Consulting. He is a member of the Seventh Circuit Electronic Discovery Committee, and co-chairs its Technology sub-committee. He is also a member of its Education and Communication/Outreach sub-committees.



**Richard Cohen – President, RenewData**

He brings 30 years of management and legal experience to RenewData where he leads external activities and client advisory services. He was previously senior vice president and managing director of legal services for a large legal services organization focusing on complex litigation and bankruptcies and senior director for corporate legal markets and strategic alliances at Lexis-Nexis. He was president of the American Corporate Counsel Association, in Ohio, chair of the American Bar Association's Coordinating Group on Energy Law and co-chair of the American Bankruptcy Institute's Mass Torts Subcommittee.



**Scott M. Cohen - Director of E-Discovery Support Services, Winston & Strawn LLP**

Director of the litigation support technology, e-discovery operations and document review center of Winston & Strawn, he advises lawyers and clients on technical issues relating to e-discovery in complex litigation. He is a frequent writer and speaker on e-discovery best practices and legal cost control. Previously, he directed litigation support at Proskauer Rose, and served as the director of information technology for MetLife. He is a member of several national organizations including The Sedona Conference Working Group on Electronic Document Retention and Production, the East Coast Association of Litigation Support Managers, the International Legal Technology Association, the Association for Information and Image Management, and the American Records Management Association.



**Wallace W. Drucek, Jr. - E-Discovery Program Manager, Internal Revenue Service Criminal Investigation**

E-Discovery Program Manager of the Internal Revenue Service Criminal Investigation Technology Operations and Investigative Services, he participates in policy formulation and compliance with electronically stored information obligations in civil and criminal cases. A lawyer, he won the 2009 IRS Chief Counsel’s Sheldon Cohen Award for his role in IRS e-discovery operations. Previously, as a Special Agent, he worked electronic crimes cases. He has testified as an expert on digital evidence and is legal advisor to the Treasury and Homeland Security Departments’ Computer Evidence Training Program.



**Arthur J. England, Jr. - Shareholder, Greenberg Traurig LLP**

A former Chief Justice of the Florida Supreme Court, he practices appellate, trial support, and constitutional law and co-chairs the national appellate practice group at Greenberg Traurig, in Miami. He chaired The Florida Bar’s first Appellate Practice Certification Committee, is board certified in appellate law, and authored Florida’s administrative procedures act and corporate income tax code. As a member of the Florida Supreme Court, he led the Court’s adoption of the nation’s pioneering decisions allowing cameras in all courts and created the Interest on Lawyers Trust Account (IOLTA) program.



**Stephanie L. Giammarco, Partner, BDO Consulting**

A partner at BDO Consulting, she leads the Computer Forensics and E-Discovery practice. She provides litigation and investigative services to corporations and law firms. Her work covers class action suits, internal investigations, securities and financial statement fraud, and breach of contract. Using diverse tools of computer forensics, e-discovery, data mining, and electronic extraction, she has participated in complex fraud cases. She has been a witness for client business entities on e-discovery practices and procedures and testified at arbitration on her analysis of large volumes of electronic information.



**Ervin A. Gonzalez - Partner, Colson Hicks Eidson**

A partner at Colson Hicks Eidson in Miami, he is one of the nation’s premier trial attorneys, specializing in product liability, class action and business litigation. Board certified as a specialist in civil trial and business litigation law, he has achieved 21 multimillion-dollar jury verdicts. He is past president of the Dade County Bar and member of the Board of Governors of The Florida Bar and its Executive Committee. He has written several articles on litigation and e-discovery and teaches trial skills at the University of Miami School of Law.



**William F. Hamilton - Partner, Quarles & Brady**

A leading e-discovery expert, Chair of the ACEDS Advisory Board and a founding partner of the Tampa office of Quarles & Brady, he is board certified in business litigation and intellectual property law by The Florida Bar. An Adjunct Professor at the University of Florida College of Law, he teaches one of the nation’s first full credit courses in e-discovery. He also teaches e-discovery at the Florida Advanced Judicial College. A speaker at American Arbitration Association University e-discovery seminars, he often writes and speaks on the subject.



**Charlotte Riser Harris – Manager, Litigation Support, Hess Corporation**

Charlotte Riser Harris has over twenty years of litigation industry experience as a litigation paralegal, e-discovery and Litigation Support manager, and consultant. Her experience includes project management and coordination of electronic discovery, data and document management, and database support and design. She is experienced in handling document intensive complex litigation and managing personnel. She developed and mentors the litigation course for Thomas Edison State College’s Paralegal Studies Certificate. She frequently writes and speaks on topics related to litigation support and electronic discovery.



**Karen O. Hourigan - Partner, Redgrave LLP**

A partner at Redgrave, LLP, San Francisco, she is actively involved in all phases of complex civil litigation. She counsels clients on records and information management, litigation preparedness, and e-discovery strategy and processes. Previously as a senior advisor at BIA, she assisted clients in all phases of e-discovery including litigation and investigations from identification to disposition. A speaker at CLE programs on various e-discovery issues, she is active in the Sedona Conference and was a contributing editor to its Principles Addressing Electronic Document Production.



**Joshua P. Kubicki, Esq. - Senior Director, Legal & Corporate Practices, Applied Discovery**

Senior Director of Legal and Corporate Practices at Applied Discovery, a division of LexisNexis, he is a legal process expert and engineer, and an attorney experienced in legal technology services and project management. Previously, he has held senior leadership positions for various businesses and operated his own legal consulting company. He prepared clients responding to high stakes legal events, such as Department of Justice investigations, congressional investigations, and complex multi-billion dollar litigation. He is an active contributor to the Sedona Conference, where he recently co-founded a new initiative examining the role of enterprise information management. He also contributes to the Sedona Working Group on International Electronic Information Management.



**Alvin Lindsay - Partner, Hogan Lovells**

As a Miami partner of Hogan Lovells, he has litigated in US federal and state courts and international courts of arbitration for nearly two decades. A leader in the field of electronic discovery, he has been at the forefront of some of the most significant product liability cases in recent times, including those involving commercial airline disasters, drywall from China, pharmaceutical products, vaccines, tobacco, and others. He co-chairs the firm's Electronic Information Group and is often quoted in the media in matters regarding technology and litigation, and electronic evidence.



**Helen Bergman Moure - Principal, Lex Aperta LLC**

Principal at Lex Aperta LLC, in Seattle, specializing in e-discovery legal advice and consulting, she has been a commercial litigator in federal and state court for 17 years. Since 1999, she has devoted her practice to efficient, cost-effective e-discovery services to a variety of clients. Previously, as a partner at K&L Gates, she helped found the e-Discovery Analysis and Technology Group and develop the Patterns document review software. She administers projects involving all aspects of e-discovery and advises public and private organizations on litigation readiness and document retention.



**Arnaldo Perez - General Counsel, Carnival Corporation**

General Counsel and Senior Vice President for Carnival Corporation, in Miami, he supervises the complex, varied and worldwide legal affairs of the global corporation covering a multitude of legal areas and issues. Carnival, a global cruise company and one of the world's largest vacation companies, is headquartered in Miami and London, operates 11 cruise lines, employs tens of thousands, and operates 95 ships that annually carry 200,000 guests around the globe served by 70,000 shipboard employees on vessels carrying the Carnival, Holland America, Princess Cruises and Cunard brands.



**Adam Pollitt – Vice President of Client Development, First Advantage Litigation Consulting**

As member of the management team based in Munich, Germany, his experience includes electronic evidence recovery, database design, and the application of technology to complex civil litigation, antitrust and arbitration matters. He has established data centers and directed review teams for projects throughout North America, Europe and Asia. Previously at Howrey LLP, he negotiated with the Department of Justice, Federal Trade Commission, and Securities Exchange Commission regarding procedures to preserve the chain of custody for discoverable documents.



**Michael I. Quarataro - Director of Litigation Support, Stroock & Stroock & Lavan LLP**

He introduced formal project management principles and standardized work-flow processes for all phases of electronic discovery, and is a principal author of Stroock's best practices guidelines on e-discovery, document review and production. He spearheaded the development of an attorney and paralegal training program on using litigation technology tools. He is a certified Project Management Professional (PMP) and member of the Project Management Institute, the International Legal Technology Association (ILTA) and the East Coast Association of Litigation Support Managers (ECALSM).



**Anthony A. Reid - Principal and National Practice Leader, Deloitte Financial Advisory Services**

A principal in the Forensic and Dispute Services practice of Deloitte Financial Advisory Services, he is the National Practice Leader of the Legal Business Consulting service sector, operating from Washington, DC and Florida. He advises companies, law firms and government agencies on proactive and reactive e-discovery, data and information management, legal process outsourcing, and records and document management. He supervises complex domestic and international engagements for clients that cover a wide swath of public and private sector organizations. He often speaks on e-discovery management and operations.



**Seth H. Row - Of Counsel, Parsons Farnell & Grein LLP**

An experienced commercial litigator and consultant to businesses on e-discovery and risk management, he is an experienced litigator and manager of ESI-intensive matters. At Holland & Knight he was a founding member of the Electronic Data Discovery Specialty Team, providing training firmwide and consulting litigation teams across the country. He has handled e-discovery disputes as a judicial law clerk, insurance defense counsel, and, more recently, private litigation counsel and mediator. He is co-editor of the leading ABA newsletter on pre-trial practice and a regular presenter at CLE programs on electronic discovery.



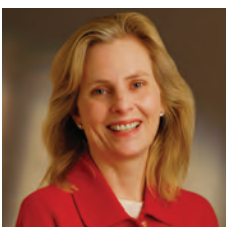
**Bradley Schaffel - Litigation Support Manager, Wilmer, Pickering Hale and Dorr, LLP**

With 17 years in the litigation support field at three large, law firms in New York, having begun in complex litigation and contract disputes for the construction industry in New York. At Milbank Tweed he created an e-discovery training program for paralegals. Now at WilmerHale, in New York, he manages litigation support in diverse, complex litigation involving documents in various jurisdictions and formats. He is a member of the International Legal Technology Association (ILTA) and the Association of Litigation Support Professionals (ALSP).



**Barry A. Schwartz - Director of Advisory Services, BIA**

Director of Advisory Services at BIA, he provides consulting to clients in a wide variety of Information Management practice areas including litigation and discovery, document retention and management, regulatory compliance, and IT security. He has more than 32 years of legal and business consulting experience, including expertise with FDA matters and extensive knowledge of the medical device industries, and is highly proficient in discovery and document review matters. Prior to working at BIA, he served as Senior Staff Attorney of Spriggs & Hollingsworth; Vice-President and Business Manager of B-Street Media Corp.; Senior Consultant of AdamsGrayson Corp.; COO of Strategic Business Consultant; President of Contemporary Products, Inc.; and Executive Vice President of Revere Products Corporation.



**Carolyn B. Southerland - Managing Director, Huron Consulting Group**

Managing Director at Huron Consulting Group, in Houston, she is an experienced commercial litigator, having handled complex contract disputes, patent infringement and professional malpractice cases. Now, she focuses much of her work on e-discovery, and has developed an expertise in processes and strategies in managing e-discovery, procedures for gathering and culling electronic data, structuring online databases, and managing the review and production of ESI. Past projects involved advising an international corporation on gathering, culling, and producing electronic data for US Securities and Exchange Commission and Department of Justice investigations.



**Charles A. Volkert, III – Executive Director, Robert Half Legal**

Executive Director of Robert Half Legal, one of the largest and most respected providers of project and full-time professionals to law firms, corporate law departments and government agencies, he began his legal staffing career in 1999. He has led and supervised the national expansion of Robert Half Legal, which has locations in major United States and Canada metropolitan areas. A lawyer, he previously practiced law at the Miami firms, McGrane & Nosich and Ford & Sinclair. He is a noted expert, author and speaker on employment trends, job search and career management.



**David Yerich - Director of eDiscovery, UnitedHealth Group**

As Director of eDiscovery, he oversees processes, protocols and tools utilized by UnitedHealth Group related to electronic discovery for regulatory and legal matters. Before joining UnitedHealth Group, he worked as the Electronic Discovery Consultant at Faegre & Benson, a Minneapolis law firm, and prior, worked for ten years at Cargill, Inc., where he focused on document and electronic records management, including a roll-out of a worldwide document management tool for Cargill's legal department.

**Actionable Knowledge, Top Experts, Invaluable Networking, Hands-On Learning, Great Prices – You Get It All!**

Some panels give you unique hands-on demonstrations on solving vexing e-discovery problems and meeting other major challenges.

We use an interactive format because thousands of our conference attendees over the years tell us they learn more this way. Expert moderators question the panelists, elicit their expert guidance and also let you ask questions.

- Do you want to know the latest expert advice on using social media data in your case?

- Or how to improve your document review program?
- Or what you must do to prepare data custodians to preserve and collect relevant files?
- Or how to conduct an effective “meet and confer” conference?
- Or how to construct good data maps to effectively manage your information assets?
- Ask the experts and get answers on the spot that you can implement now!



## Right Tools, Right Time.

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# Conference At A Glance

Wednesday, March 23

8:00 AM - 6:30 PM	Registration at the Information Desk
10:00 AM - 12:00 PM	Advisory Board Meeting
3:00 PM - 6:30 PM	Exhibition Hall Open
1:30 PM - 1:45 PM	Opening Remarks
1:45 PM - 3:00 PM	<b>General Session: Social Media Data and the Cloud - The Omnipresent E-Discovery Challenge</b>
3:00 PM - 3:30 PM	Networking Refreshment Break - Exhibition Hall
3:30 PM - 4:45 PM	<b>General Session: "Budget, Budget, Budget" - The Secret to Victory Without Breaking the Bank</b>
4:45 PM - 5:00 PM	Time to Move to Next Session
5:00 PM - 6:15 PM	<b>Interactive Sessions</b> <b>Seminar: The Basics of E-Discovery for Beginners and the Not-Fully-Computer-Savvy</b> <b>Workshop: How Data Mapping Arms You for Courtroom Battles: 'Know Your Information (KYI)'</b>
6:30 PM - 8:30 PM	Beachside Networking Reception

Thursday, March 24

7:30 AM - 8:30 PM	Registration at the Information Desk
7:30 AM - 6:30 PM	Exhibition Hall Open
7:30 AM - 8:45 AM	Knowledge Breakfast
7:30 AM - 9:00 AM	Networking Breakfast - Exhibition Hall
9:00 AM - 10:15 AM	<b>General Session: How Much is Too Much? The Compelling Case for 'Proportionality'</b>
10:15 AM - 10:45 AM	Networking Refreshment Break - Exhibition Hall
10:45 AM - 12:00 PM	<b>Interactive Sessions</b> <b>Seminar: The 3 E's of Document Review - Efficiency, Effectiveness and Economy</b> <b>Workshop: An 'Inside' Look at the Workings of a Computer and the ESI Treasures You'll Find</b>
12:00 PM - 1:30 PM	Networking Lunch - Exhibition Hall
1:30 PM - 2:45 PM	<b>General Session: What the Future Holds for Predictive Coding and Defensible Searches - Learn it Now</b>
2:45 PM - 3:15 PM	Networking Refreshment Break - Exhibition Hall
3:15 PM - 4:30 PM	<b>Interactive Sessions</b> <b>Seminar: Overcoming Cross-Border Barriers to Get the Data You Need</b> <b>Workshop: Choosing E-Discovery Vendors to Meet Your Needs, Budget and Expectations</b>
4:30 PM - 5:00 PM	Networking Refreshment Break - Exhibition Hall
5:00 PM - 6:15 PM	<b>General Session: Perfecting Your Case With Top IT Support -- The Vital Contributions of IT</b>
6:30 PM - 8:30 PM	Networking Reception - Exhibition Hall

Friday, March 25

7:30 AM - 5:30 PM	Registration at the Information Desk
7:30 AM - 3:30 PM	Exhibition Hall Open
7:30 AM - 8:45 AM	Knowledge Breakfast
7:30 AM - 9:00 AM	Networking Breakfast - Exhibition Hall
9:00 AM - 10:15 AM	<b>General Session: Key 'Discoveries' You Must Make to Craft a Successful ESI Collection Plan</b>
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12:00 PM - 1:30 PM	Networking Lunch - Exhibition Hall
1:30 PM - 2:45 PM	<b>Interactive Sessions</b> <b>Seminar: Striking the Delicate Balance Between Outsourcing and Keeping Things In-House</b> <b>Workshop: Protect Attorney-Client, Work Product and Other Privileges in Document Production</b>
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3:15 PM - 4:30 PM	<b>General Session: What Technology Can and Cannot Do – How to Use it Right</b>
4:30 PM - 4:35 PM	Closing Remarks

Saturday, March 26

8:30 AM - 4:30 PM	Certified E-Discovery Specialist (CEDS) Exam Prep Seminar	
TBD	TBD	The ACEDS Annual 'Litigation Hold-in-One' Golf Tournament

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# Conference Program

## Wednesday, March 23

8:00 AM - 6:30 PM	Registration at Information Desk
10:00 AM - 12:00 PM	Advisory Board Meeting
3:00 PM - 6:30 PM	Exhibition Hall Open
1:30 PM - 1:45 PM	Opening Remarks
1:45 PM - 3:00 PM	<b>General Session: Social Media Data and the Cloud - The Omnipresent E-Discovery Challenge</b> Facebook, LinkedIn, Twitter, YouTube, IM, and Google Docs have changed how we communicate, and are repositories of electronic information that can dramatically affect the results of any dispute, litigation, arbitration, or investigation. Finding, cataloging, retrieving and presenting social media data are not easy. On whom can you serve a subpoena? When might a court order a social media host to disclose protected information? How can data preservation be managed in 'the cloud'? What duties does a company have to ensure that pertinent employees preserve their social media data when a 'legal hold' is triggered? What is the appropriate format for producing social media data? Here hands-on experts teach you crucial knowledge on how to use social media data to present your cases well. <i>Speakers: Scott Cohen, William Hamilton, Helen Moure and Seth Row Moderators: Charlotte Harris, Charles Intriago</i>
3:00 PM - 3:30 PM	<b>Networking Refreshment Break - Exhibition Hall</b>
3:30 PM - 4:45 PM	<b>General Session: "Budget, Budget, Budget" -- The Secret to Victory Without Breaking the Bank</b> Without cost management you can win in court and lose the case if the legal costs exceed recovery or the disputed amount. Other than the cost of the trial itself, e-discovery costs are often the largest budget item because of technology and professional services expenses. In real estate, value is said to lie in "location, location, location." In e-discovery, financial victory often lies in "budget, budget, budget." you must understand the factors that affect the budget. At an early stage you must gather accurate information to get bigger long-term financial dividends. Seasoned experts show you hands-on how to construct and maintain an overall and element-by-element e-discovery budget. You will learn how early planning produces dramatic litigation savings. <i>Speakers: John Barkett, Helen Moure, Anthony Reid and David Yerich Moderators: William Hamilton, Charlotte Harris</i>
4:45 PM - 5:00 PM	Time to Move to Next Session
5:00 PM - 6:15 PM	<b>Interactive Sessions</b> <b>Seminar: The Basics of E-Discovery for Beginners and the Not-Fully-Computer-Savvy</b> What many of us have been waiting for: A seminar for the not-fully-computer-savvy group and beginners who are perplexed and know they can no longer escape the advent of e-discovery whether the dispute is civil or criminal, foreign or domestic, or litigation or arbitration. Three experts give you 90 priceless minutes of the essentials in today's high-risk, high-cost "electronically stored information" environment. They won't just talk and answer your questions, but also demonstrate how the vital steps of e-discovery should be handled the right way. <i>Speakers: Charlotte Harris, Helen Moure and Anthony Reid Moderator: William Hamilton</i> <b>Workshop: How Data Mapping Arms You for Courtroom Battles: 'Know Your Information (KYI)'</b> Bankers use the term KYC, but in e-discovery, specialists say KYI (Know Your Information). Companies and other litigants must know what data is created and where their data is maintained. Without that, implementation of the important litigation hold becomes guesswork. Creation of a data map is Step One in managing your data. Here, two seasoned and experienced records managers and another expert, using a scenario with a common factual background, demonstrate how to create a valuable and usable ESI data map. <i>Speakers: Karen Hourigan, Adam Pollitt and Bradley Schaffel Moderator: Michael Quartararo</i>

6:30 PM - 8:30 PM Beachside Networking Reception

## Thursday, March 24

7:30 AM - 6:30 PM Registration at Information Desk

7:30 AM - 8:30 PM Exhibition Hall Open

7:30 AM - 8:45 AM Knowledge Breakfast

7:30 AM - 9:00 AM Breakfast - Exhibition Hall

9:00 AM - 10:15 AM

### **General Session: How Much is Too Much? The Compelling Case for 'Proportionality'**

How do you deal with an opponent who wants everything and distrusts everything you say? In 2010, the e-discovery mantra was 'proportionality.' Although the Federal Rules of Civil Procedure allow the court to limit discovery if "the burden or expense of the proposed discovery outweighs its likely benefit," the Rules are based on the relevance of evidence and not the cost and burden of finding and retrieving it. The challenge is determining how practically to achieve 'proportionality.' How do you get courts to enforce proportionality tools? What does a good 'sampling agreement' look like and when is it appropriate? How can you get an opponent to agree to a phased production agreement? Here, experts show you strategies you can apply to make proportionality work.

*Speakers: Wallace Drueck, Ervin Gonzalez, Alvin Lindsey and David Yerich Moderator: Charles Intriago*

10:15 AM - 10:45 AM

Networking Refreshment Break - Exhibition Hall

10:45 AM - 12:00 PM

### **Interactive Sessions**

#### **Seminar The 3 E's of Document Review – Efficiency, Effectiveness and Economy**

In nearly all large and many medium-sized cases, the parties and their retained counsel must hire staff attorneys, litigation support temporary staff, and other personnel to review electronically stored information that may be relevant and discoverable. How can a corporation or law firm outsource this vital work and assure quality performance at reasonable prices? What are the best practices in managed review? When should the document review be done "in-house" rather than by vendors? What metrics best measure the performance of outsourced workers? What are the key management skills that will make a difference in review performance? Here, three experts will show you what you should do to get quality, efficiency and economy in your managed reviews.

*Speakers: Karen Hourigan, Carolyn Southerland and Charles Volkert Moderator: Charles Intriago*

#### **Workshop An 'Inside' Look at the Workings of a Computer and the ESI Treasures You'll Find**

Have you ever seen a back-up tape or other forms of storage media? RAM, ROM, hard drives, archives, motherboards, BIOS or a flash drive? If not, here's a rare opportunity to look at the inner workings of computers and learn how to extract valuable information from them to help your case. You will learn the core aspects of computer systems. Our experts will show you by a hands-on demonstration the gold you can find by literally ripping apart and putting back together a personal computer. They will build a computer network that takes you inside the physical locations of ESI. What you learn on this panel will make you feel at home with computer technology, and will have you up and running in no time.

*Speakers: Scott Cohen, Wallace Drueck and Stephanie Giammarco Moderator: Anthony Reid*

12:00 PM - 1:30 PM

Networking Lunch - Exhibit Hall

1:30 PM - 2:45 PM

### **General Session: What the Future Holds for Predictive Coding and Defensible Searches – Learn it Now**

As ESI continues to dominate every aspect of our lives, the cost of review almost becomes unmanageable. Traditional Boolean search technology is stretched to the limit. The new trend is predictive coding, the combination of technology and human guidance designed to provide a reasonable production set that may not require second pass or may require only a very limited one. Will the courts accept predictive coding? What predictive coding technologies are available? Is their cost worth the savings and is it the right choice in all cases? Can predictive coding meet the precision and recall standards that courts demand of defensible searches? Here, experienced experts answer these questions and show you how to build a defensible search with and without predictive coding.

*Speakers: William Hamilton, Helen Moure and Seth Row Moderators: Charles Intriago, Carolyn Southerland*

2:45 PM - 3:15 PM

Networking Refreshment Break - Exhibition Hall

3:15 PM - 4:30 PM

**Interactive Sessions**

**Seminar: Overcoming Cross-Border Barriers to Get the Data You Need**

Privacy laws, data controllers, safe harbor provisions, blocking statutes, Hague Convention, letters rogatory, Mutual Legal Assistance Treaties. If these subjects are perplexing, this panel will enlighten you. The concept of free and open discovery of information and documents that bear on a legal dispute has not taken hold in many countries outside the US. As the planet shrinks and information moves around the globe in nanoseconds it often ends up residing in places where it is difficult to extract or retrieve. In this panel, top experts coach you in plain English how to work through common and thorny issues to overcome the challenges of international e-discovery. You will learn how to maneuver through the maze of international policies to increase your chance of bringing home the data you need.

*Speakers: Karen Hourigan, Alvin Lindsey and Adam Pollitt Moderator: Charles Intriago*

**Workshop: Choosing E-Discovery Vendors to Meet Your Needs, Budget and Expectations**

E-discovery demands technology. The right tools can filter irrelevant data and deliver the essential information you need. They can make searching a snap, and build privilege logs in a blink. Maybe you need a hosted platform with powerful search and review capabilities. On the other hand, all you may need is Google Desktop. Avoid purchasing tools you do not need. How do you leverage new technology to get maximum utility? What key points should you emphasize when negotiating price and terms – and liability? What due diligence should you perform before you purchase? This panel of experts will instruct you on how to fit technology with your case by exploring the vendor world so you can navigate it like a pro, helping you build and expand your e-discovery toolkit.

*Speakers: Charlotte Harris, Michael Quartararo and Bradley Schaffel Moderator: David Yerich*

4:30 PM - 5:00 PM

Networking Refreshment Break - Exhibition Hall

5:00 PM - 6:15 PM

**General Session: Perfecting Your Case With Top IT Support -- The Vital Contributions of IT**

E-Discovery has greatly increased the demands and pressures on IT departments to assist in the overall process and contain costs and risks. How do IT departments stay current on e-discovery developments? What should their responsibilities be in advising their company or other organization on IT purchases and technology? Should the IT staff handle e-discovery duties such as collecting and culling data? What are the risks of IT personnel becoming witnesses and how should that be handled when the subpoena arrives? How should the IT department interact with outside counsel, and manage a demanding counsel under the strain of normal operational IT responsibilities? Here, a panel of IT veterans answers these questions and give you best practices to apply in real situations.

*Speakers: Sean Byrne, Richard Cohen, Scott Cohen and Michael Quartararo Moderators: Stephanie Giammarco, Charles Intriago*

6:30 PM - 8:30 PM

Networking Reception - Exhibition Hall

**Friday, March 25**

7:30 AM - 5:30 PM

Registration at the Information Desk

7:30 AM - 3:30 PM

Exhibition Hall Open

7:30 AM - 8:45 AM

Knowledge Breakfast

7:30 AM - 9:00 AM

Breakfast - Exhibition Hall

9:00 AM - 10:15 AM

**General Session Key 'Discoveries' You Must Make to Craft a Successful ESI Collection Plan**

Streamlining the process of identifying, preserving and collecting a client's ESI is no easy task. It takes careful and thoughtful implementation of a well-planned collection strategy to properly tag, preserve, and collect all relevant data within a reasonable time and budget. A reasonable collection strategy must address the questions "who, what, when, where, why, how, and how much" that are basic but critical for ESI collection. Although the total universe of potentially collectible ESI is often identified in the litigation hold process, not all data marked for preservation must be collected right away. In this panel, learn how to address the right questions and tackle important issues involved in ESI collection planning, and impress your clients and employers with the knowledge and tips you will apply.

*Speakers: Wallace Drueck, Stephanie Giammarco, William Hamilton and Seth Row Moderator: Helen Moure*

10:15 AM - 10:45 AM

Networking Refreshment Break - Exhibition Hall

10:45 AM - 12:00 PM

**Interactive Sessions**

**Seminar: Doing Things Right Means Doing Them Ethically -- E-Discovery the Principled Way**

E-discovery presents a paradigm shift with new ethical pitfalls, issues, and challenges not encountered in the old paper world. How much transparency do you really owe the opposition? How closely must you manage vendor review? Is your litigation support somehow engaged in the unauthorized practice of law? How do you preserve your client and witness confidentiality in the era of Wikileaks? For many, e-discovery is making you practice outside your competency zone. How do you handle ESI in foreign countries? How do you know if you are aiding and abetting a violation of local foreign laws? Our panel of legal practitioners, in-house counsel, technology vendors, and judicial officials will guide you through "e-ethics," helping you spot and avoid potentially career fatal mistakes.

*Speakers: John Barkett, Arthur England and William Hamilton Moderator: Charles Intriago*

**Workshop: Building a World-Class Litigation Support Department and Team**

E-discovery requires a team. No one person can do it all. The litigation support department is a critical component of the e-discovery team. It is the frontline, the boots on the ground that directly handle all aspects of e-discovery in small, mid-size and large cases. Usually, they also supervise vendors and support and legal staff in the mega cases. You cannot compete in the e-discovery environment or produce high quality work without a world-class litigation support department. This panel will show you the best practices in litigation support, where to find top-notch professionals, what they should be able to do, and how to organize, market, and deploy a litigation support team. No litigation lawyer should miss this panel, if they want to succeed in e-discovery.

*Speakers: Scott Cohen, Charlotte Harris and Michael Quartararo Moderator: Bradley Schaffel*

12:00 PM - 1:30 PM

Networking Lunch - Exhibition Hall

1:30 PM - 2:45 PM

**Interactive Sessions**

**Seminar: Striking the Delicate Balance Between Outsourcing and Keeping Things In-House**

What e-discovery functions of a corporation are moving in-house and why? What are the cost implications? What tools and technology are the leading in-house corporate counsel using? What e-discovery tasks are best handled by retained counsel and vendors instead of by in-house personnel? What e-discovery procedures are effectively and economically handled internally? Given the rapid advancement of e-discovery technologies, does it make sense to sink costs in the purchase of particular applications? Should e-discovery data be hosted internally in a corporation, at law firms, with vendors, or in the cloud? Here, an experienced panel of corporate executives shows you best practices in discharging e-discovery responsibilities and the effective, economical use of vendors and retained counsel.

*Speakers: Sean Byrne, Arnaldo Perez and David Yerich Moderator: Charles Intriago*

**Workshop: Protect Attorney-Client, Work Product and Other Privileges in Document Production**

Document reviews are very expensive, especially when tens of thousands of documents are generated for review of relevance, vulnerabilities and privileged material. Manual reviews take much time, cost much money and are prone to errors. What are the best practices and the technologies to protect attorney-client, work product and other privileges? How should you protect yourself against inadvertent production of privileged information? Federal Rule of Evidence 502 protects against the inadvertent disclosure of privileged information. What should a Rule 502 court order say to extend proper protection? Does a '502' order work in state court? How can privilege logs be put together inexpensively, while meeting judicial and legal requirements? Here, experts share best practices and antidotes to nightmares.

*Speakers: Marta Alfonso, Richard Cohen and Joshua Kubicki Moderator: Karen Hourigan*

2:45 PM - 3:15 PM

Networking Refreshment Break - Exhibition Hall

3:15 PM - 4:30 PM

**What Technology Can and Cannot Do – How to Use it Right**

E-discovery is a creature of the information age. In the business world, 98% of all information is digital. Specialized tools have emerged to form a booming \$4 billion e-discovery industry. Every phase of the e-discovery process is tool-dependent in one way or another. Try to identify, collect, search, review, and produce electronically stored information in a mid-sized or large case and you will see why the e-discovery technology industry is experiencing explosive growth. Here, several e-discovery experts who work at diverse e-discovery technology companies give you a frank view of the reach and limitations of technology in e-discovery. Moderated by an independent expert, you will get the unvarnished view of where the top e-discovery tools and solutions are headed, what limitations exist, and what's on the horizon.

*Speakers: Richard Cohen, Dean Gonsowski, Joshua Kubicki, Barry Schwartz and Matthew Stippich Moderator: Charles Intriago*

4:30 PM - 4:35 PM

Closing Remarks

**Saturday, March 26**

8:30 AM - 4:30 PM

Certified E-Discovery Specialist (CEDS) Exam Prep Seminar

TBD TBD

The ACEDS Annual 'Litigation Hold-in-One' Golf Tournament

# Registration Information

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## Fees and Payment Policy

The registration fee for ACEDS members is \$1,035 and \$1,295 for non-ACEDS members. Government employees pay only \$795. Special Early Bird prices apply during the months preceding the conference. Exclusive conference pricing is also available for those who wish to attend the CEDS certification exam preparation seminar. The conference fee includes two networking breakfasts, luncheons, and cocktail receptions, refreshment breaks, and the Conference Book and CD-ROM.

## Group Registration Discounts

Special discounts apply for groups of three (3) or more. Call Member Services at 305-377-2050 or email [memberservices@aceds.org](mailto:memberservices@aceds.org) for pricing information. Groups of ten (10) or more receive additional savings.

## Vital Information and Resources at Your Fingertips

The Conference CD and Book include original papers and slides from the speakers, special materials from the editors of ACEDS and valuable resources that will help you in your work in the private or public sectors.

## Venue and Hotel Reservations

The conference venue is the spectacular Westin Diplomat in Hollywood, Florida USA, which is slightly south of Ft. Lauderdale and north of Miami Beach.

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## Hotel Accommodations and Reservations

There are a limited number of rooms available at \$269 per night plus tax for conference attendees. This special rate is substantially below the prevailing high winter season rate and is subject to applicable state and local taxes. You must be registered for the conference to book your room at this rate at the

Westin Diplomat. This discounted rate applies to a limited room block that is available first-come, first-served. Attendees must reserve their rooms before 5pm EST on February 23, 2011, to guarantee this rate. To reserve your room, visit [aceds.org/conference/hotel](http://aceds.org/conference/hotel) or call 1-888-627-9057.

## South Florida Access to the Westin Diplomat

The Westin Diplomat in Hollywood, FL is located about 15 minutes south of the Fort Lauderdale-Hollywood International Airport and about 30 minutes north

of the Miami International Airport. Many popular discount carriers fly primarily to Ft. Lauderdale.

## Cancellation Policy

If you are unable to attend the conference for any reason after you have registered, you must inform us in writing. If you cancel between February 8, 2011 and March 8, 2011, a full refund, less a \$195 administrative fee will be issued or you can substitute someone else at no additional cost. No refunds or credits will be given for cancellations received

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after March 8, 2011. If for any reason ACEDS cancels the conference it does not accept responsibility for airfare, hotel or other costs incurred due to cancellation by a person who has registered and cancelled.

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517-2723. Ask for the Continuing Education Credit Request Form. To ensure that we receive credits in your state, please turn in this request form prior to the conference.

### Sponsoring and Exhibiting Opportunities for Your Organization

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No one may distribute any promotional or other materials at any time during the conference without prior written approval by the Association of Certified E-Discovery Specialists.

### Inquiries

Please contact Member Services at [memberservices@aceds.org](mailto:memberservices@aceds.org) or call 786-517-2707 or 305-377-2050; fax 786-316-0006 so we may accommodate your special needs, update your contact information, or with questions about the conference or CEDS certification.

## Hold Your Group Meeting At The Same Time, Save Big on Registrations and Meeting Room

Want to use the conference for extra networking, meetings, training and engagement opportunities with colleagues, VIPs, and others you invite?

Call Nathaly Vera at 786-517-2707 or email [nvera@aceds.org](mailto:nvera@aceds.org) so we can arrange a meeting room for you at the Westin Diplomat Resort at our exclusive special rates.

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### Registration Form

If your payment is received	and you're an ACEDS Member	Non-ACEDS Member	Government
February 14, 2011	<input type="checkbox"/> \$950	<input type="checkbox"/> \$1,190	<input type="checkbox"/> \$750
Starting February 15, 2011	<input type="checkbox"/> \$1,035	<input type="checkbox"/> \$1,295	<input type="checkbox"/> \$795
	ACEDS Member	Non-ACEDS Member	Government
<b>CEDS Exam Preparation Seminar Saturday, March 26, 2011</b>	<input type="checkbox"/> \$495	<input type="checkbox"/> \$595	<input type="checkbox"/> \$325

**Special discounts for groups of 3 or more. Call Nathaly Vera at 786-517-2707 or email [nvera@aceds.org](mailto:nvera@aceds.org)**

### Join ACEDS now and get the benefits of membership

Membership (1-Year): \$195     Membership (1-Year Government): \$150     I cannot attend but please add me to your mailing list to inform me of future events.

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