

## Recommended Reading

1. **Various publications from the Sedona Conference.** Available for individual download at:

[http://www.thesedonaconference.org/content/miscFiles/publications\\_html](http://www.thesedonaconference.org/content/miscFiles/publications_html)

Including:

1. 08/2007 **The Sedona Conference® Commentary on Email Management (August, 2007)**  
[Commentary on Email Management revised cover.pdf](#)
2. 08/2007 **The Sedona Conference® Best Practices Commentary on Search & Retrieval Methods (August, 2007)**  
[Best Practices Retrieval Methods revised cover and preface.pdf](#)
4. 08/2007 **The Sedona Conference® Commentary on Legal Holds, August 2007 Public Comment Version**  
[Legal holds.pdf](#)
6. 06/2007 **The Sedona Principles Addressing Electronic Document Production, Second Edition (June, 2007)**  
[TSC PRINCP 2nd ed 607.pdf](#)
7. 06/2007 **Navigating the Vendor Proposal Process: Best Practices for the Selection of Electronic Discovery Vendors**  
[RFP Paper.pdf](#)
17. 09/2005 **The Sedona Guidelines for Managing Information and Records in the Electronic Age (Sept. 2005 Version)**  
[TSG9\\_05.pdf](#)
20. 05/2005 **The Sedona Conference Glossary For E-Discovery and Digital Information Management (May 2005 Version)**  
[tsqlossarymay05.pdf](#)
24. 09/2004 **THE SEDONA GUIDELINES: Best Practice Guidelines & Commentary for Managing Information & Records in the Electronic Age (September, 2004 public comment version)**  
[RetGuide200409.pdf](#)

## 2. Various Publications from Fios; Free Newsletters available

[http://www.fiosinc.com/resources/articles\\_white\\_papers.asp](http://www.fiosinc.com/resources/articles_white_papers.asp)

### **[A Comprehensive Approach to Discovery Response Planning](#)**

This paper outlines how taking a proactive, organized approach to discovery response planning can help enterprises predictably reduce the cost, time and risk inherent in the electronic discovery process; apply proven methodologies for developing and implementing comprehensive response plans; and leverage the planning process as a way to improve the interdependencies between the people, processes and technology required for defensible discovery response.

### **[Voice Mail and Audio Recordings: Evolving E-Discovery Standards](#)**

As the prevalence of sound recordings in today's enterprises grows, new requirements for legal and regulatory compliance are accelerating the need to manage these recordings as business records. This paper outlines a new framework for managing the discovery process, specifically when audio recordings are requested.

### **[The Emerging Role of the Office of Technology Counsel: A Framework for Lowering Electronic Discovery Costs & Risk](#)**

Corporations today are facing considerable changes where law and technology are concerned. Front and center in this new litigation landscape are the amendments to the Federal Rules of Civil Procedure, which have added a considerable amount of responsibility to counsel for pre-trial preparation. This paper discusses the emergence of the Office of Technology Counsel and its role in lowering electronic discovery costs and risks.

### **[Working Through the Practical Implications of the Amended Federal Rules of Civil Procedure](#)**

After more than five years of discussion and public comment, new amendments to the Federal Rules of Civil Procedure (FRCP) went into effect on December 1, 2006. The plain language of the amended rules suggests that a number of common discovery practices and strategies need to be reviewed and updated in light of the new standards. This paper discusses these rules and the implications they have on discovery response practices.

## **Articles**

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### **[An IT Approach to FRCP Compliance](#)**

By Prashant Dubey, Fios Inc., and Barry Murphy, Forrester Research  
BT Quarterly | Q3 2007

### **[Collecting Personal Data for E-Discovery](#)**

By Brad Harris  
Computer Technology Review | October 2007

### **[Avoiding Common Collection Blunders: A Little Planning, and Foresight, Go a Long Way](#)**

By Karl Flusche  
e-Discovery Law & Strategy | October 2007

[Case Study: Preparing for an FRCP 26\(f\) Conference](#)

By Vikas Pall

Information Governance Engagement Area | 19 September 2007

[Data Restoration and Harvesting: Do you know what you need to know before beginning an e-discovery project?](#)

By Tim Griffiths

e-Discovery Advisor | September 2007



### 3. Lexis/nexis Free newsletters

<http://www.lexisnexis.com/applieddiscovery/subscriptions/>

Applied Discovery is pleased to provide complimentary subscription services for The E-Discovery Standard and Case Summary Alert service to keep you up-to-date on the topic of electronic discovery. Sign up below to receive your subscriptions.



#### The E-Discovery Standard™

Applied Discovery publishes a quarterly newsletter, The E-Discovery Standard™, with e-discovery features, guest articles, case law updates, technical and practice tips, client Q&A, and more.



#### Case Summary Alerts

Applied Discovery issues monthly Case Summary Alerts with summaries of cases from around the nation that address electronic discovery.

### 4. Workshare free articles & newsletters

<http://www.workshare.com/>

### 5. E-Discovery Advisor free articles & newsletters

<http://my.advisor.com/wpubs.nsf/p/E-DiscoveryAdvisor>

### 6. Kroll on Track free articles & newsletters

<http://www.krollontrack.com/publications/>

[ethos As Law And Technology emerge](#)

**Author:** Andrea Marshall

**Publication:** Metropolitan Corporate Counsel November 1, 2007

Linked with Permission

[Defuse Firm Fear and Disarm EDD Vendors](#)

**Author:** Monica Bay

**Publication:** Law.com October 2, 2007

Linked with Permission

[Is RAM data discoverable?](#)

**Author:** Correy Stephenson

**Publication:** Lawyers U.S.A. August 13, 2007  
Linked with Permission

[Electronic Evidence & HSR Compliance: What every Antitrust Lawyer Should Know](#)

**Author:** Christopher Wall  
**Publication:** The Antitrust Practitioner August 1, 2007  
Posted with Permission

[Electronic Evidence: The Rules Get Even Tougher](#)

**Author:** Lisa Ferri  
**Publication:** Corporate Board Member Magazine July 1, 2007  
Posted with Permission

[On the Digital Paper Trail: Using E-mail Analysis & Other Best Practices for Preliminary Internal Investigations](#)

**Author:** Amanda J.G. Karls, Esq.  
**Publication:** Electronic Discovery & Records Management Quarterly July 1, 2007  
Posted with Permission

[Preparing for E-Discovery in Light of the New Federal Rules](#)

**Author:** Kristin Nimsger  
**Publication:** Federal Lawyer July 1, 2007  
Posted with Permission

[Manage E-Discovery Costs](#)

**Author:** Linda Kish, Esq.  
**Publication:** E-Discovery Advisor Magazine June 6, 2007  
Linked with Permission

[Get back what you once belonged](#)

**Author:** Amy Johnson Conner  
**Publication:** Minnesota Lawyer June 1, 2007  
Posted with Permission

[Gone, But Not Forever](#)

**Author:** John Roach  
**Publication:** MSN Tech & Gadgets May 22, 2007  
Linked with Permission

[E-Discovery Basics](#)

**Author:** Adam Kish  
**Publication:** Journal for the Reporting and Captioning Professions May 2007  
Posted with Permission

[Risky e-mail use: What government and corporate users need to know](#)

**Author:** Todd R. Weiss  
**Publication:** Computerworld Security April 2, 2007  
Posted with Permission

[Electronically stored information: downgrade at your own risk](#)

**Author:** Amanda J.G. Karls  
**Publication:** Minnesota Lawyer March 12, 2007  
Posted with Permission

[Efficiency Matters - Using Topic Review Technology in Document Review](#)

**Author:** Rhea Frederick  
**Publication:** Hearsay: MSBA New Lawyers Section February 2007  
Linked with Permission

[Documents in Cyberspace](#)

**Author:** Tina Gasperson  
**Publication:** Tampa Bay Business Journal January 5, 2007  
Posted with Permission

[Avoiding the Perils of Electronic Data](#)

**Author:** Bill Roberts  
**Publication:** Society for Human Resource Management (SHRM) January 1, 2007

Posted with Permission

[The New E-discovery Rules: What You Don't Know Can Definitely Hurt You and Your Company](#)

**Author:** Alan Brill; Michele C.S. Lange

**Publication:** Computerworld December 11, 2006

Posted with Permission

[Discovery Rules of the Digital Age](#)

**Author:** Peter Piazza

**Publication:** Security Management Magazine December 7, 2006

Posted with Permission

[New FRCP Rules: What Does it Mean for You](#)

**Author:** Michele C.S. Lange, Esq.

**Publication:** MSBA Computer Law Section (CLS) December 1, 2006

Posted with Permission

[Secret information on your cell phone](#)

**Author:** Eyewitness News' Toni Yates

**Publication:** WABC-TV November 28, 2006

Posted with Permission

[E-discovery for Everyone: The New Federal Rules of Civil Procedure](#)

**Author:** Correy E. Stephenson

**Publication:** Lawyers Weekly U.S.A November 6, 2006

Posted with Permission

[New E-Discovery Rules in the Federal Courts](#)

**Publication:** Legal Talk Network November 2, 2006

Posted with Permission

[E-discovery School: Which seminar is right for you?](#)

**Author:** By Kaitlin Creager

**Publication:** Legal Assistant Today November 2006

Posted With Permission

[IM Conversations Can Linger for Years](#)

**Author:** Anick Jesdanun

**Publication:** AP Internet Writer October 2006

Posted with Permission

[What You Need to Know About Topic Review](#)

**Author:** Linda Sharp

**Publication:** e-Discovery Law & Strategy October 2006

Posted with Permission

[Techies under oath: What it's like to be a computer forensics specialist.](#)

**Author:** Ann Bednarz

**Publication:** Network World September 2006

Posted with Permission

[Easing the Pain of E-Discovery](#)

**Author:** Matthew D. Nelson

**Publication:** The Recorder August 2006

Posted with Permission

[What is Metadata Scrubbing, and is it Good for Business?](#)

**Author:** Richard N. Lettieri, Esq.

**Publication:** Executive Counsel July 2006

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