



Conferences Offered

Below is a list featuring some of the conferences Ledjit offers throughout North America, in English and French. Ledjit will gladly develop a presentation or presentations more specifically tailored to your particular case. The average cost of these conferences is \$1,500 per hour or \$2,700 for two hours, which includes preparation, presentation and local transportation (50Km). Special rates are available for half days, whole days and weeks of training.

The topics identified are of conferences lasting approximately one hour which can be combined to create tailored presentations.

Electronic Discovery (e-discovery):

- a. Introduction: differences between paper and electronic documents
- b. Best practices and applicables rules
- c. Preservation obligations in Québec
- d. Data collection with or without criminal investigation (forensic)
- e. Reduction in administration costs of electronic evidence
- f. The support and knowledge your customers need
- g. In-house administration of electronic evidence

Litigation Support Software (LSS):

Note: All of Ledjit's presentations can be offered on the platform of your choice.

Caseologistix	Clearwell
Concordance	FTK
Ringtail	Summation
Trial Director	Verdical

- a. Introduction to the benefits of LSS
- b. Prerequisite for the use of LSS
- c. Working with transcripts
- d. Mastering OCR (optical character recognition)
- e. A tempest of hyperlinks
- f. Theory of the electronic case
- g. 60 tips in 60 minutes
- h. The electronic trial

Technology and the Lawyer:

- a. Working without paper
- b. How to retain customers through technology
- c. Double your effectiveness through technology
- d. Introduction to:
 - i. electronic documentation
 - ii. scanning
- e. Intranet vs. Extranet
- f. Email: Secure?
- g. Basic notions of encryption
- h. Landline, cellular, VOIP or meeting in person
- i. Web 2.0 for lawyers
- j. 60 websites in 60 minutes

Information Management:

- a. Reduce the volume and cost of preserving information
- b. Destroy everything you can
- c. Collaborate to provide added value
- d. Records Management
- e. Document management software
- f. Retention policies and schedule of deadlines
- g. Transfer policies (scanning and printing)

To keep abreast of upcoming lectures offered publicly or those offered in the past, as well as comments made by some participants, visit the website [Ledjit](#) under the section « [conferences](#) ». For more information, please [contact us](#).

Cordially,

