Locating potential sources of ESI & determining its scope, breadth & depth.

Ensuring that ESI is protected against inappropriate alteration or destruction.

Gathering ESI for further use in the e-discovery process (processing, review, etc.).

Evaluating ESI for relevance & privilege.

Evaluating ESI for content & context, including key patterns, topics, people & discussion.

Reducing the volume of ESI and converting it, if necessary, to forms more suitable for review & analysis.

Delivering ESI to others in appropriate forms & using appropriate delivery mechanisms.

Displaying ESI before audiences (depositions, hearings, trials, etc.), especially in native & near-native forms, to elicit further information, validate existing facts or positions, or persuade an audience.