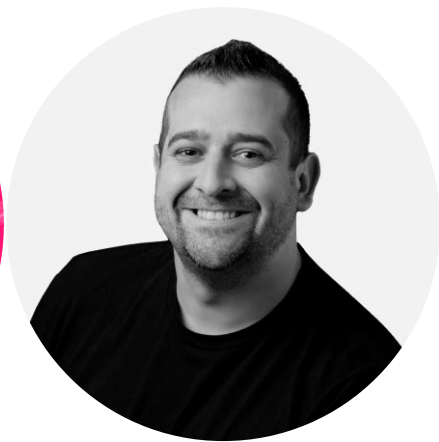


eDiscovery in Microsoft 365



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Overview



Introduction to eDiscovery
eDiscovery in the Microsoft Cloud





Introduction to eDiscovery

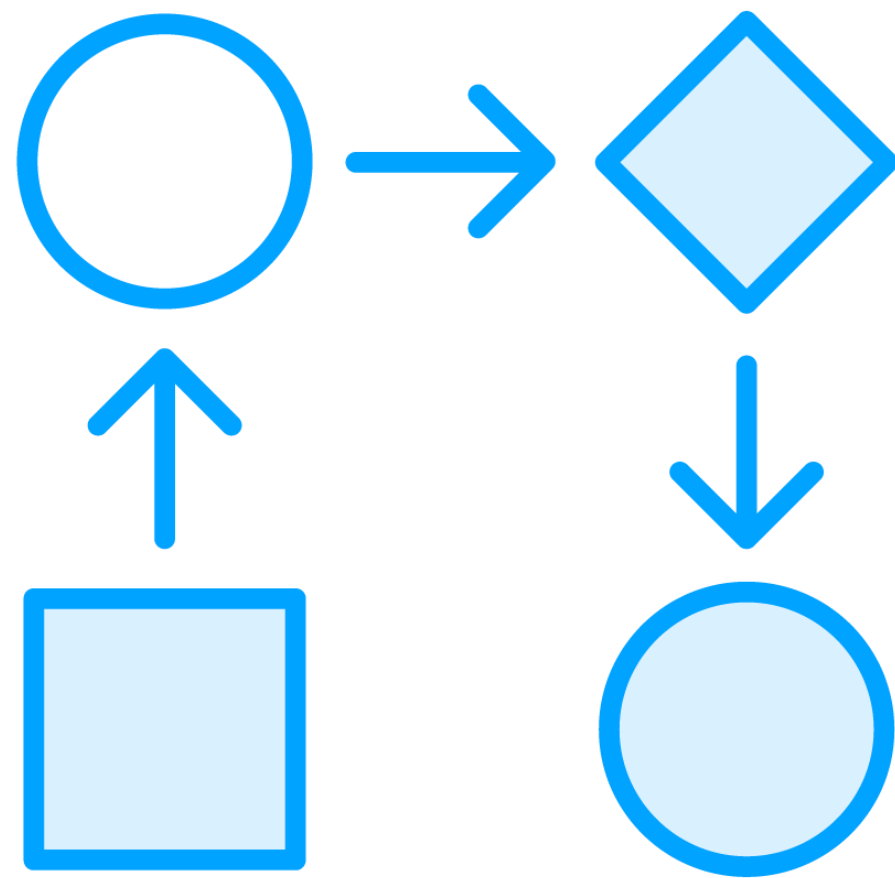


Electronic Discovery

Electronic discovery (sometimes known as e-discovery, ediscovery, eDiscovery, or e-Discovery) is the electronic aspect of identifying, collecting and producing electronically stored information (ESI) in response to a request for production in a lawsuit or investigation. ESI includes, but is not limited to, emails, documents, presentations, databases, voicemail, audio and video files, social media, and web sites.



Six Stages of eDiscovery



Identification

- Identify documents that might contain information related to the subject

Preservation

- Data identified as potentially relevant is placed in a legal hold

Collection

- Transfer of data from the systems to their legal counsel



Six Stages of eDiscovery

Processing

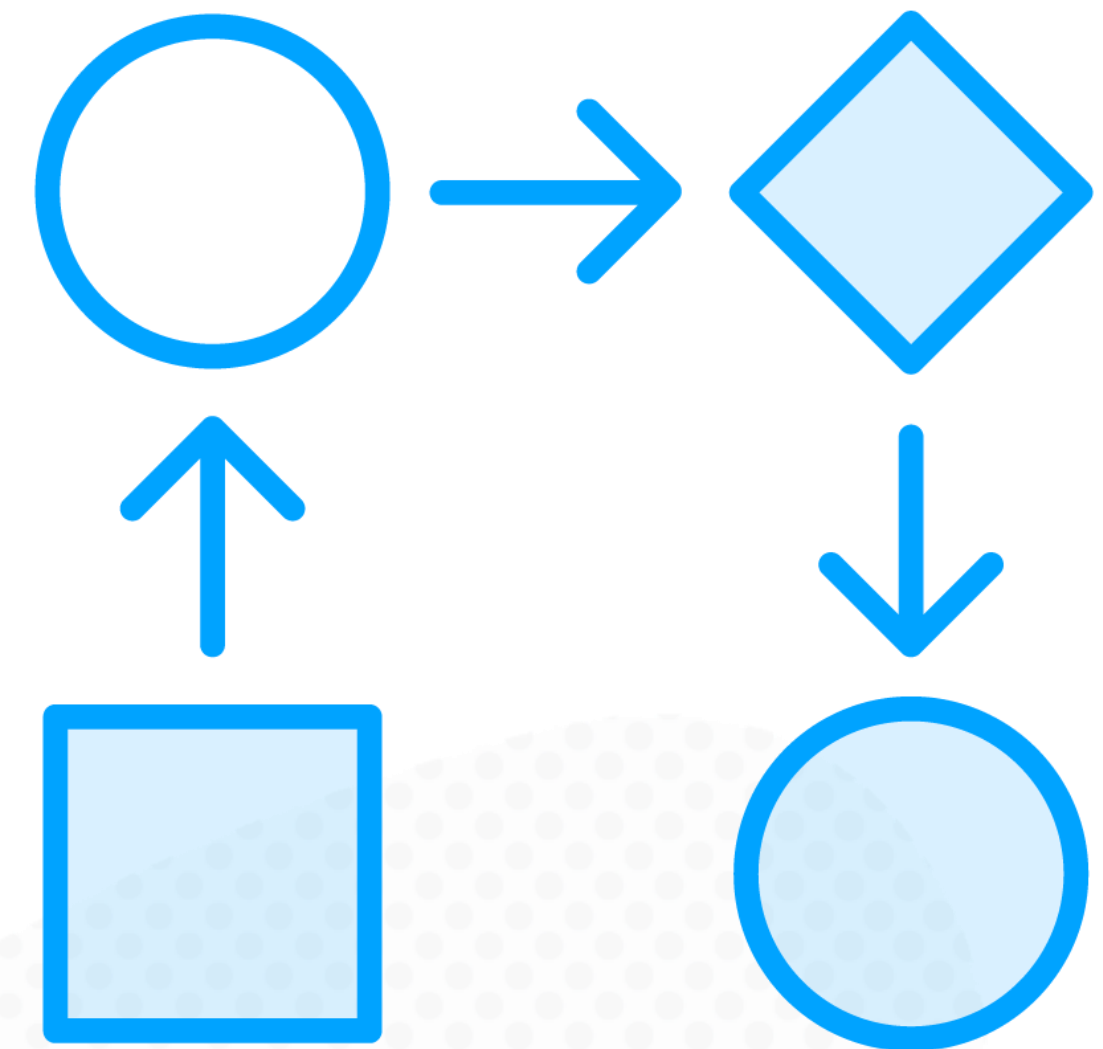
Data is processed for further review and analysis

Review

Review specific documents and reduce data to what is most relevant to the case

Production

Documents are exported in their native format or in an industry-standard format



eDiscovery in the Microsoft Cloud



Microsoft Tools for eDiscovery

Content Search

**eDiscovery
(Standard)**

**eDiscovery
(Premium)**



Microsoft Tools and eDiscovery Stages

Content Search

Identification

Collection

eDiscovery (Standard)

Identification

Preservation

Collection

eDiscovery (Premium)

Identification

Preservation

Collection

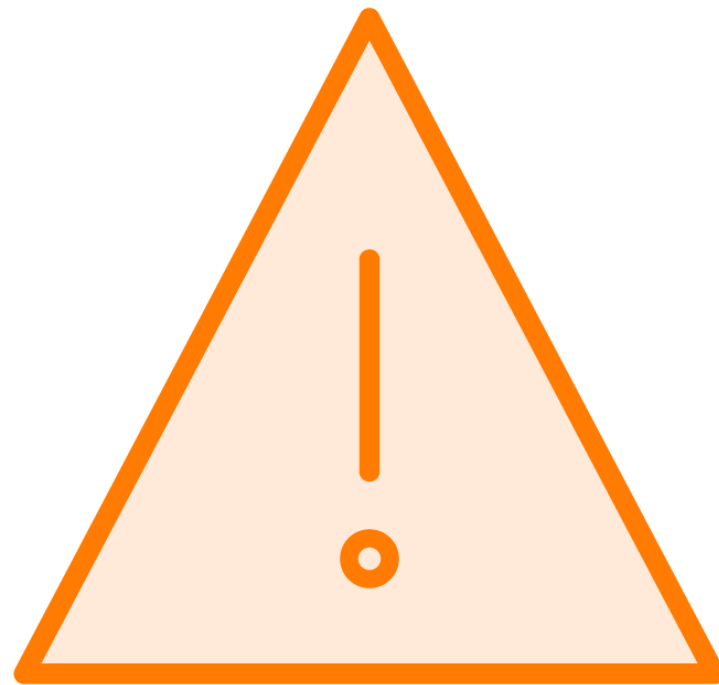
Processing

Review

Production



Why Do We Have Three Tools?



Each tool has different licensing requirements

- The more features – the more licensing is required



Find Content across Microsoft 365

eDiscovery allows you to find content across multiple services

Exchange Online

SharePoint Online

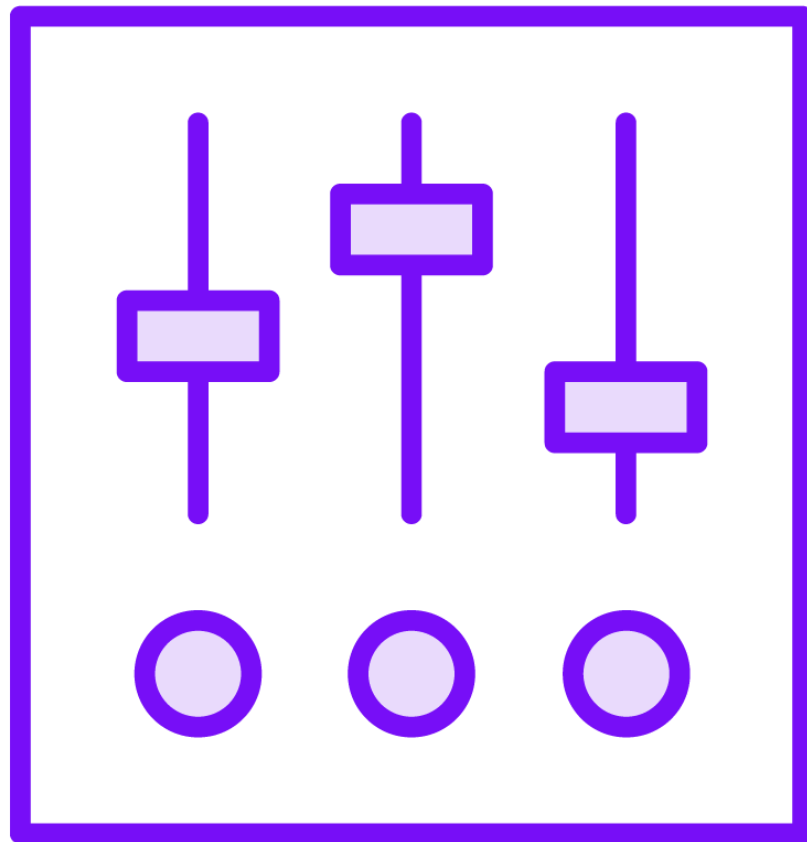
Microsoft Teams

OneDrive for Business

Viva Engage Communities



eDiscovery Filters and Results



You can run a search across the organization

- Or only for certain teams, sites, or mailboxes

You can export the results

- Or only a report of the results



Identification in Content Search Example

Contoso Electronics

Microsoft Purview

g

⚙

?

←

×

AB-123 Demo samples

↓ ↺

1 selected

🔍 Search

⚙

Subject/Title	Date	Sender/Author
✓ No Subject	Dec 16, 2023 1:46 ...	vlad@M365x26304...
No Subject	Dec 16, 2023 1:45 ...	vlad@M365x26304...
No Subject	Dec 16, 2023 1:46 ...	vlad@M365x26304...
No Subject	Dec 16, 2023 1:45 ...	Vlad Catrinescu

Load more items

No Subject

↓ ↑ ↴ ↵ ✕

Source

FromVlad Catrinescu <vlad@M365x26304976.onmicrosoft.com>

ToVanessa Le <vanessa@M365x26304976.OnMicrosoft.com>

Send Date12/16/2023 6:46:22 PM (UTC)

[Download Original Item](#)

Don't tell anyone, but our new product called **AB-123** will launch end of September! This will be huge for the company but it's still under NDA!

⋮

🔍 Search

⋮

Activity

Chat

Teams

⋮

Apps

Chat

⋮ ≡ 📄

▼ Pinned

Vlad Catrinescu (You)

▼ Recent

Vanessa Le1:46 PM

You: Don't tell anyone, but our ne...

Vanessa Le

ChatFiles+

📞 ⌵ 👤 ⋮

1:46 PM

Hello Vanessa!

Don't tell anyone, but our new product called AB-123 will launch end of September! This will be huge for the company but it's still under NDA!

🔍

Type a message

🔗 ! 📎 📎 😊 GIF 🗨 📎 📎 📎 📎 ⋮ 🗣 📎

Demo



Content Search



Module Conclusion



Introduction to eDiscovery

- Six stages of eDiscovery
 - Identification
 - Preservation
 - Collection
 - Processing
 - Review
 - Production

eDiscovery in the Microsoft Cloud

- Content Search
- eDiscovery (Standard)
- eDiscovery (Premium)



Up Next:

Auditing in Microsoft 365

