The assurance and confidence of knowing your organization is prepared

M365 combines messaging, collaboration and data, and information management into one integrated suite of cloud-based products. The ease of use and seamless integration has made it easy for organizations to transition to M365 and rapidly make it an integral part of their business operations. Unfortunately, this rapid growth and adoption has created significant knowledge and experience gaps in the M365 tools and features especially as it relates to eDiscovery. Innovative Driven's Litigation Readiness for M365 provides the insight, education, guidance to improve your eDiscovery and litigation readiness within the M365 environment. Our subject matter experts will work with your discovery and litigation teams to educate, evaluate, and recommend processes and workflows, so that you can be confident in your ediscovery collections.

The litigation readiness assessment for M365 includes the following:

Overview and education of eDiscovery capabilities in M365 including:
- How data is stored and shared within the various M365 component
- Capabilities and limitations of your current M365 environment
- Best practices, pitfalls, and gaps in the M365 discovery solution set

Walk-through demo of the discovery toolset in M365

Review and assessment of your current processes and workflows pertaining to your eDiscovery activities in M365
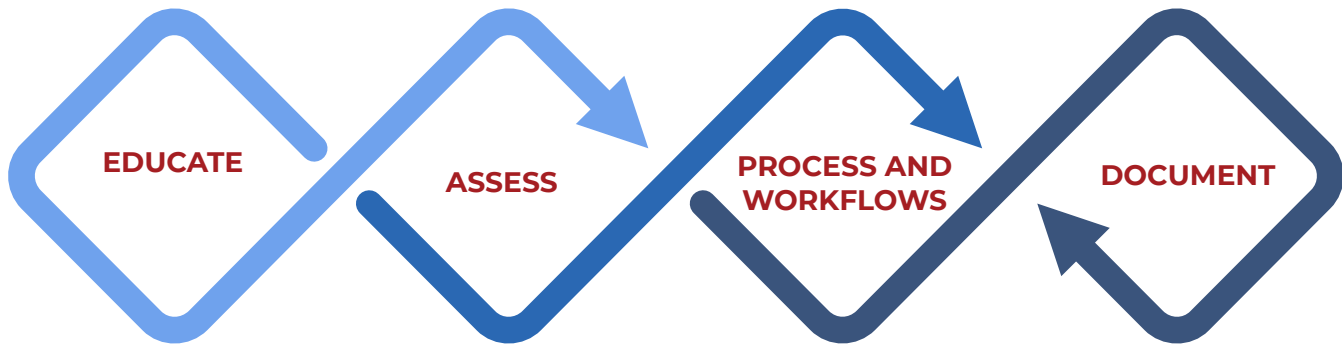
Provide a customized eDiscovery Playbook based on the needs of your organization

eDiscovery in M365 can be challenging and expensive if existing and migrated data does not follow Controls, Policies, Taxonomy, and Structure, or is not properly tagged. The state of an organization's data and how it was migrated and managed in the M365 environment are key factors in the ease and cost of eDiscovery engagements. Creating Discovery Processes and workflows can be either easy or difficult, depending on your Information Architecture, and is fundamental in performing eDiscovery. Creation of Hold Management processes is also an important part of eDiscovery workflows.

Gain confidence and consistancy in your eDiscovery activities in M365

EDUCATE → **ASSESS** → **PROCESS AND WORKFLOWS** → **DOCUMENT**

Interactive education sessions with a focus on understanding the M365 ESI types, user interactions and content creation and disposition. As well as guided tours of the M365 discovery solutions set.

Innovative Driven experts will review and document current processes and workflows around how the organization currently manages litigation activities

Based on existing workflows and requirements, Innovative Driven will make recommendations on process and technology improvements to simplify and build confidence in litigation activities.

Innovative Driven will deliver a customized Litigation Playbook tailored to the organization that will document the processes and workflows to provide consistency in litigation activities.

M365 Customized to Fit Your Business Needs

Innovative Driven's End-to-End M365 solutions and services guide organizations from data migration to platform optimization. We help organizations reduce their data footprint and manage information more effectively to minimize the impact of cybersecurity events, reduce exposure to privacy and regulatory events, and reduce downstream eDiscovery costs.

Innovative Driven works with organizations of any size to help maximize their investment in M365. We take a top-down approach to align business goals and policies with your M365 environment. This ensures that you maximize your M365 investment and take full advantage of features and functions.

Our approach focuses on information architecture to:

Find the right balance between user enablement and information governance controls

Ensure that legal and regulatory requirements drive your information governance policies

Reduce the amount of data stored

Respond quickly to information requests.

Contact an expert today: info@innovativedriven.com

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