

## UNDERSTANDING DIGITAL INFORMATION, OBLIGATIONS TO PRESERVE, AND COMPUTER USAGE ISSUES

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8:30 a.m.—11:00 a.m.
The Offices of Hodgson Russ LLP
The Guaranty Building, 140 Pearl Street, Buffalo, NY

How much do you know about your company's legal obligations related to electronic information? This program will provide a brief overview of categories of digital information and an in-depth discussion of your obligations to collect and preserve it and policies to manage employees' use of it.

## Topics:

- Obligations to preserve information
- Other document retention obligations
- Computer policies
- Litigation holds
- Types of electronic information and where it's stored
- Computer forensics after an employee leaves

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