

# Data Collections

RELIABLE, CONSISTENT COLLECTION SERVICES, NO MATTER THE SIZE, LOCATION, OR PLATFORM

## Reliable Experts

Trusted experts with proven track records in handling complex collections

## Modern Methods

Utilize the latest techniques for emerging challenges

## Reduced Spend

Leverage targeted, efficient practices to reduce overall spend

## Increased Defensibility

Deep expertise and leading practices ensure a defensible process

## Challenges We Address

Today's ediscovery collection projects challenge litigants in new ways, such as the ever-growing variety of data sources that must be preserved and analyzed. Encrypted endpoints, mobile devices, social media, cloud storage repositories, archiving platforms, enterprise messaging, source code, wikis, and collaborative solutions are just the tip of the iceberg. In the ordinary course of business, many projects require rapid turnaround times that regularly span disparate geographic locations and time zones. Any shortcomings or mistakes that occur during the collection phase can cause recurring issues during the rest of the ediscovery process. Preservation and collection failures can also result in costly disputes with opposing counsel and may even result in sanctions. In short, today's increasingly complex collection projects demand a team, tools, and methods built for the 21st century.

## Benefits We Provide

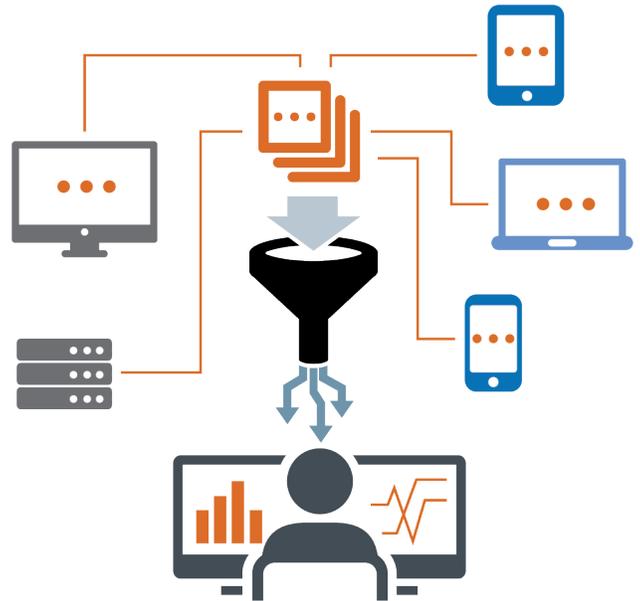
To confront today's ediscovery collection challenges, Lighthouse offers several solution options to fit your needs. We have extensive experience addressing a broad array of data sources, technical variables, geographic locations, and logistical constraints that often underlie today's collections projects. For example, our team regularly leverages expedient and cost-effective remote collection methodologies to shorten turnaround times and control costs. We are committed to providing rapid response, clear communication, and actionable results to you and your team. Our battle-tested best practices and deep expertise allow you to establish credibility with your litigation adversary or regulatory agency, as well as with the court.

## SERVICES

- **Full-Service Collection** — Our in-house team performs collections — either onsite or from our secure lab. This approach offers maximum certainty and legal defensibility, and minimizes the resource commitment needed from your IT teams.
- **Remote Collection** — This cost-effective alternative works especially well with geographically dispersed custodians such as sales representative custodians. A remote collections approach provides you with a flexible solution that minimizes work disruption for custodians. Lighthouse sends forensically-prepared and encrypted external hard drives to the relevant custodians that contain the necessary data collection software

tools for the data sources involved in the project. Our teams will either remotely connect to the custodians' computers to perform the collection and complete all documentation, or the custodians can conduct the collection themselves, using a pre-configured software file.

- **Directed Self-Collection** — Our experts consult with your IT personnel to develop and document an appropriate methodology for each matter's unique variables. This solution enables your IT staff (or the custodians themselves) to perform the bulk of the work, thereby reducing collection costs, while ensuring that any subsequent testimony needs can be handled by our experts. In addition, we provide routine training to IT staff or personally supervise the collections.
- **Mobile Device Collection** — Our team conducts collections from mobile devices, including all brands and models of tablets and smartphones. We use licensed, industry-leading software solutions to complete this work and our team members have significant experience with investigations and analysis involving mobile device forensic artifacts.
- **Unique and Uncommon Data Source Collection** — We regularly handle various types of "atypical" data. To do so, our forensics lab utilizes processing workstations running Windows, Mac, and various types of Linux installations. We frequently handle assignments involving document management systems, SharePoint, various proprietary and commercially available wikis, archiving systems, and a variety of cloud sources including Google Docs, Gmail, Box and Dropbox, Facebook, Twitter, LinkedIn, and various chat sources such as Bloomberg and Skype.
- **Cross-Border Collection** — We have substantial experience collecting data both in person and remotely from foreign countries, and work with counsel to ensure that all relevant data protection and privacy requirements are satisfied. As part of this solution, we utilize AES 256-bit hardware encrypted collection media and adhere to secure password management practices. We can perform collections on every continent.



## Summary

By partnering with Lighthouse, you can navigate the challenges and concerns that arise with today's ediscovery data collections. Our team of legal and technology experts can guide you through each phase of the process, allowing you to save both time and money, while ensuring you are leveraging a defensible solution.

## About Lighthouse

Lighthouse simplifies the complexities of ediscovery and information governance by the use of our intuitive technology solutions and comprehensive service offerings. Through our best-in-class expertise, Lighthouse stands apart as a leader in industry best practices and workflows. Our proactive, high-touch approach has enabled us to build enduring partnerships with the most respected corporations and law firms around the globe. For more information, visit [lighthouseglobal.com](http://lighthouseglobal.com).

Contact us to find out what Lighthouse can do for your business.

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