

NUIX WORKSTATION DATA DISCOVERY SPECIALIST TWO DAY INSTRUCTOR LED CLASS

The Nuix Workstation Data Discovery Specialist training class will take participants through a complete workflow using Nuix Workstation in the following ways:

- Examine how to recognize and manage ingestion settings depending on source data
- Learn how to conduct effective quality assurance checks to identify data issues
- Explore different culling techniques and discuss their merits and pitfalls
- Participants will review searching, tagging, reporting, and additional culling workflows to enable stakeholders to quickly review key issues or results
- Identify techniques to create quality production sets and exports for further review, exchange, or use in court

Students will be enrolled in the Nuix Workstation Data Discovery Specialist exam. Passing of the Nuix Workstation Data Discovery Specialist exam is a requisite for the Nuix Data Discovery Master certification.

MODULE 1: COURSE INTRODUCTION & CASE DATA PROCESSING

- Class Introductions
- Class Objectives
- Overview of Nuix Technology
- Project Scoping
- Data Processing Tips
- Nuix Profiles
- Adding Evidence
- Evidence Processing Settings
- Basic Troubleshooting
- Case Statistics

MODULE 2: METADATA PROFILES

- Metadata Types

- Nuix Defined
- Item Properties
- Evidence Metadata
- Custom Metadata
- Filtered Tags
- Derived Metadata
- Scripted Metadata

MODULE 3: EARLY CASE ASSESSMENT

- Custodian Normalization
- Date Range Filters & Known File Types
- Exception Reporting & Handling
- Remediation of Flagged Items
- Item Exclusions
- OCR

MODULE 4: DEDUPLICATION

- Digests
- Case Deduplication
- Item Sets
- Generate & Compare Digest Lists

MODULE 5: SEARCH & ANALYSIS

- Family Logic
- Search & Tag
- Search Macros
- Reviewing Mobile Phone Data
- Using Scripts

MODULE 6: NAMED ENTITIES

- Processing Settings
- Default Named Entities
- Creating a New Named Entity with .list Files
- Customizing a Named Entity
- Creating a New Named Entity by Importing .cne Files
- Using Named Entity Profiles

MODULE 7: NEAR DUPLICATION, EMAIL THREADING & CLUSTER RUNS

- Near Duplicates
- Preview Pane
- Shingle Lists

- Chained Near Duplicates
- Email Threads
 - Resemblance Threshold
- Creating Email Thread Information
- Cluster Runs

MODULE 8: PRODUCTION SETS & EXPORTS

- Workflow Review
- Profiles
 - Imaging Profiles
 - Production Profiles
- Pre-Production
 - Populating Image Stores
 - Sort Order
- Creating Production Sets
 - Production Tab
- Legal Export
- Importing Produced Digest Lists
- Adding Documents to an Existing Production Set
- Using Production & Export Scripts

For A Complete Listing Of Scheduled Courses, Please Visit: [Nuix.Com/Training](https://nuix.com/training)

nuix

Nuix (www.nuix.com) creates innovative software that empowers organizations to simply and quickly find the truth from any data in a digital world. We are a passionate and talented team, delighting our customers with software that transforms data into actionable intelligence and helps them overcome the challenges of litigation, investigation, governance, risk, and compliance.

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