TWO-DAY INSTRUCTOR LED CLASS

Nuix Discover®

CASE MANAGER

The Nuix Discover Case Manager certification course is designed to introduce students to managing and administering Nuix Discover cases including:

- Data processing and import
- Data enrichment and imaging
- General administration (such as managing workspaces and templates)
- Manage groups and security
- Configure cases for effective document review and managing document analysis tools
- Create and manage productions
- Report on review progress and statistics
- Export

Students will be enrolled in the Nuix Discover Case Manager exam. Passing of the Nuix Discover Case Manager exam is a requisite for the Nuix Discover Master Certification.

MODULE 1: COURSE INTRODUCTION AND GETTING STARTED

- Class Introductions
- Course Objectives
- Case Manager Security Role Overview
- Online Help

MODULE 2: DATA PROCESSING

- Ingestions Overview
- Configure Settings
- Stage and Upload Data
- Ingest Data
- View Jobs
- Report
- Unprocessed Files

MODULE 3: IMPORTING DATA

- Imports Overview
- View Jobs
- Upload and Evaluate Files
- Add and Delete Import Jobs
- Flat File Overview
- Clone Import Jobs
- Errors

MODULE 4: PERFORMING DATA ENRICHMENT

- Processing Overview
- Indexing and Data Enrichment Workflow
- Thread Analysis Workflow

MODULE 5: IMAGING FILES

- Imaging Overview
- Configure Default Imaging Settings
- Add Automatic Imaging Jobs
- Add Manual Imaging Jobs
- Imaging – Automated
- Renumbering Documents

MODULE 6: MANAGING GROUPS AND SECURITY

- Security Overview
- Groups
- Features
- Administration
- Objects
- Users

MODULE 7: MANAGING DOCUMENT SECURITY

- Document Security Overview
- Level Permissions
- Binders and Security Overrides

For a complete listing of scheduled courses, please visit nuix.com/training.

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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