

ONE-DAY INSTRUCTOR LED CLASS



Nuix Discover[®]

END USER

The Nuix Discover End User certification course is designed to introduce students to Nuix Discover basics for review and search, including the following:

- Navigate Discover and browse document sets
- Perform simplified document review and coding
- Analyze email conversations, text messages and chat
- Work with review assignments and document views
- Perform quick and advanced searches

Students will be enrolled in the Nuix Discover End User exam. Passing of the Nuix Discover End User exam is a requisite for the Nuix Discover Certified Master pathway.

MODULE 1: COURSE INTRODUCTION & GETTING STARTED

- Class Introductions
- Course Objectives
- Logging In and Out
- Portal Home Page
- Viewing Notifications
- Selecting Cases
- Online Help

MODULE 2: NAVIGATING DISCOVER & BROWSING DOCUMENT SETS

- Navigating the Case Home Page
- Groups and Permissions Overview
- Browsing Documents
- Using Workspaces
- Opening Documents in a Linked Workspace for Dual Monitors
- List Pane

- Using the List / Working List
- Browse Pane

MODULE 3: SIMPLIFIED DOCUMENT REVIEW

- View Pane
- Audio Pane – Transcribed Files
- List Pane
- Conditional Coding Pane
- Coding History Pane
- Memo Editor Pane

MODULE 4: ANALYZING CONVERSATIONS & COMMUNICATIONS

- Reviewing Email Threads
- Related Pane
- Compare Pane
- Reviewing Text Messages
- Reviewing Chat Messages

MODULE 5: WORKING WITH REVIEW ASSIGNMENTS

- Review Workflow Overview
- Working with Assignments in the Browse Pane

MODULE 6: SEARCHING FOR DOCUMENTS

- Selecting Search Preferences
- Search Query Syntax for Search Boxes
- Performing a Quick Search
- Load Search File
- Performing an Advanced Search
- Running a Search
- Saving a Search
- Search Hits and Content Relevance Score

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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