



Intella Workflows

Advanced



Vound certified training courses will prepare you to effectively utilize Intella when conducting a range of tasks such as processing, searching and producing email and other data for investigations and eDiscovery matters. The Core class is designed to share knowledge and best practices in the use and operation of the software. During this 2 day advanced class, attendees will be exposed to lectures, practical's and self-paced labs to reinforce best practices learnt throughout the learning modules.

Process. Search. Filter. Produce. Simple.

Course Modules

- **Introduction and Installation**

- Review core functions of Intella
- Gain insight into the company profile
- Installation and Application setup options

- **Advanced system setup**

In this module we look at some of the post processing tasks that may be considered after indexing evidence.

- **Intella Workflows for forensics and eDiscovery**

In this module we will cover some of the common workflows that you may use when using Intella.

- Charting the communication between people
- Culling strategies to obtain a dataset ready for review
- Strategies for handling recurring types of cases
- Creating Tasks to automate processes
- Managed Document Review. Create tags for batches of docs for review. Create Tag columns for coding docs. Use the review tab for multiple document review
- Exporting and productions
- Registry analysis

- **Quality control**

This module will explore many options and workflows to verify your results and ensure quality control.

- **Advanced Maintenance and Administration**

This module we discuss backup options, advanced troubleshooting techniques and common resolution



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