

LEVEL TWO

PROOFPOINT DISCOVER FOR USERS

FORMAT

Offered as Virtual Instructor Led Training (VILT) or Instructor Led Training (ILT).

DURATION

1 day

INTENDED AUDIENCE

Customers, partners, and employees - Proofpoint Discover users and archive administrators

PREREQUISITE

None

REGISTRATION

Contact your account representative or training@proofpoint.com for registration information.

This course explains how Proofpoint Discover interacts with the archive and where it fits in the electronic discovery reference model (EDRM). It provides instruction and hands-on experiences where you search the archive, save your search criteria, and store and export your search results. The course shows you how to refine your search with analytics. It teaches how to create and manage person based and ad hoc legal holds. For clients that have purchased Proofpoint Discover, this course will detail the use of Case Management, Targeted Assisted Review, and visualization functions of search results. At the conclusion of the course you will receive reference material for future use.

COURSE OUTLINE

Lesson 1: Proofpoint Discover Overview

This lesson provides an overview of Proofpoint Discover and how it works with Proofpoint Archive. It presents where it fits in the Electronic Discovery Reference Model (EDRM) as well as its value and use by various roles.

Lesson 2: Search

This lesson teaches you how to search the Archive for selected messages and filter your search on selected criteria. It also teaches you how to save your search criteria for reuse to make additional searching more efficient.

Lesson 3: Analytics

This lesson teaches you how to run and interpret message analytics in Proofpoint Discover.

Lesson 4: Folders

This lesson explains how to save search results in archive folders for future use, using the Folders interface.

Lesson 5: Legal Holds

This lesson teaches you how to create person-based and ad hoc legal holds. It also explains how legal holds work. You learn how to manage legal hold storage, disposition, modification, and versioning.

Lesson 6: Exporting

This lesson teaches you how to create and manage export jobs and their use. It also teaches you how to share export files.

Lesson 7: Case Management and Assisted Review

This lesson teaches the collaborative tools found within Case Management, as well as how to use Technology Assisted Review to identify responsive data within a large dataset.

ABOUT PROOFPOINT

Proofpoint, Inc. is a leading cybersecurity company that protects organizations' greatest assets and biggest risks: their people. With an integrated suite of cloud-based solutions, Proofpoint helps companies around the world stop targeted threats, safeguard their data, and make their users more resilient against cyber attacks. Leading organizations of all sizes, including more than half of the Fortune 1000, rely on Proofpoint to mitigate their most critical security and compliance risks across email, the cloud, social media, and the web. More information is available at www.proofpoint.com.

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