

Download: Unlock Legal Hold How-Tos



Managing a defensible legal hold process is a demanding job, reports Zapproved. A lawyer must know his or her duty to preserve evidence – and issue legal holds quickly, clearly and securely as soon as litigation is reasonably anticipated.

Success requires clear strategy and the right technology to make it possible. For helpful insights, Zapproved has published an **updated legal hold how-to guide**. It walks through the six steps to a smooth and defensible process.

Implementing these best practices can ensure the legal hold process meets its duty:

- Use legal hold templates to reduce risk
- Uncover critical insights through custodian interviews
- Improve custodian response rates to litigation holds
- Handle terminated employees on legal hold
- Release a litigation hold
- Create a defensible preservation audit trail

Download the free guide.