**Discover ACEDS**

When we think of paralegals, we think of those helping attorneys prepare for litigation, drafting legal documents, doing legal research, meeting with clients and basically being the right hand (and in most cases, the left hand) of the attorney. Being a paralegal in today’s world is so much more! It involves keeping up with the trends, including technology!

Today, paralegals are asked not only to keep up with the traditional role, but to become efficient in everything around them. Let’s be honest, most attorneys have neither the time nor the inclination to learn technology until they really need it. That is where the paralegal comes in. If paralegals take the initiative to educate themselves not only on “tech speak,” but on how to become more efficient using technology, they can save the firm or company a lot of money! And wait, maybe, just maybe, have some sort of personal life. Or maybe paralegals are looking to explore other opportunities in the work force. What would make them stand out from other candidates?

But where to take the first step?

Discovery is NOT going away. Electronic discovery is NOT going away. Matter of fact, about 90% of all discovery is from an electronic medium. If you happen to have a paper document, what do you do? Scan it into your computer and it is now an electronic document. And that number will keep going up. So, the first step is to start with e-discovery.

To get a better understanding of the entire e-discovery process, one should start with The Association of E-Discovery Specialist (ACEDS). Why? Because the programs educate across the e-discovery spectrum. From the FRCP, understanding technology and sources of electronically stored information (ESI), to Information Governance, Project Management, and cross boarder e-discovery and ethics. No matter your level of experience, ACEDS has you covered. Are you an e-discovery veteran looking for the validation that you do know what you are doing, we have you covered there too.

What are the ACEDS Training Programs?

***E-Discovery Executive Certificate (eDEx)*:** This foundational training program offers legal professionals - attorneys, paralegals, IT professionals, litigation support, security, privacy, and information governance practitioners - access to a self-paced, online course augmented by educational lectures on emerging issues. This introductory course is relevant for people entering the e-discovery field as well as those wanting to broaden their knowledge. It provides 12-plus hours of interactive online training and continuing legal education credits (CLE) in California.

.

***E-Discovery Technology Certificate*** [***(eDTech)*:**](https://aceds.org/ediscovery-technology-certificate/#:~:text=ACEDS%20has%20partnered%20with%20the,to%20leading%2Dedge%20software%20providers.) This is ACEDS’ newest offering in partnership with the National Society of Legal Technology (NSLT). It is for those interested in expanding their e-discovery software solutions knowledge. You will gain hands-on experience with such platforms as CaseMap, TimeMap, TextMap, Sanction, iCONECT, Everlaw, VenioOne, Concordance, and DISCO.

***The Certified E-Discovery Specialist (CEDS)*:** This is ACEDS flagship product. The CEDS certification validates the competency of e-discovery professionals and shows the practitioner is equipped to tackle a wide range of challenges in e-discovery.

The certification focuses on the technical, legal, and ethical issues electronic discovery raises. It is designed to help reduce the risks and costs associated with e-discovery and information management by establishing level of competency for persons who work in those areas.

**The CEDS certification is fashioned to:**

* Recognize a level of competency of skill and knowledge that no other e-discovery skill measurement provides.
* Help employers meet e-discovery hiring challenges by identifying competent individuals.
* Provide necessary knowledge and leverage to corporations, law firms and government agencies in negotiating of the acquisition of consulting services and technology with providers, and
* Extend a credential to individuals that signifies knowledge and skill in managing ESI.

**Organizational Benefits**:

* Ability to bridge communication and knowledge gaps between legal and IT.
* Ability to demonstrate to clients a commitment to e-discovery competence and due diligence.
* Increased knowledge redundancy by training personnel across multiple departments and areas of expertise.
* Increased exposure as an e-discovery leader in thought and practice.
* Ability to better reduce the risks associated with e-discovery by assuring employee competence and skill.
* Ability to better control e-discovery costs by raising organizational knowledge, competence, and skill.
* Ability to associate with a growing list of prestigious organizations that have certified their staffs.

**About ACEDS**

The Association of E-Discovery Specialist (ACEDS) is a worldwide organization for private and public sector professionals who work in the e-discovery field. ACEDS provides membership, training, and certification opportunities to the global e-discovery community. By becoming a member of ACEDS, you also have the opportunity to join the ACEDS LA Chapter. As a new benefit, ACEDS is now offering a discount for LAPA members. For more information, please email mmohr@aceds.org.