



Are you “technically competent”?
..The new ethical duty

FLYING SAFE IN THE CLOUDS!

Avoiding Ethical Pitfalls of Mobile, Cloud and Everyday Law Office Computing

Featuring Legal Tech Expert
PAUL J. UNGER

Thursday, November 17, 2016
Live in-person

1:00 pm – 4:00 pm (Eastern)
Global Knowledge Training Centre
2 Bloor St. E., 31st Floor • Toronto

Live webcast on your computer
*with free 30 day replay**
10:00 am – 1:00 pm (Pacific)
11:00 am – 2:00 pm (Mountain)
12:00 pm – 3:00 pm (Central)
1:00 pm – 4:00 pm (Eastern)
2:00 pm – 5:00 pm (Atlantic)

This webcast allows for live interaction between attendees and the presenter, including the ability to ask questions by web chat, and receive live answers by video. SK attendees please verify whether you align with Central (MB) or Mountain (AB) time based on season and location.

WHO SHOULD ATTEND

This program is designed for all lawyers who want to work smarter and safer in today’s technologically driven world. Lawyers practicing in solo, small to medium-sized firms, and other settings without internal IT staff, will find the course particularly helpful.

ABOUT THE PROGRAM

Lawyers are flying high these days. We can (and do) work anywhere - the train, the airport, the cottage, hotels, taxis - wherever our practices and lives take us. However, without a proper understanding of technology, you can quickly find yourself in ethical trouble. Cloud computing, laptops, smartphones, tablets, email, networks, metadata, electronic court filings, if not used properly, can easily lead to embarrassing and sometimes serious breaches of client information and confidences. This seminar will address the benefits, options, and ethical pitfalls of mobile, cloud and everyday law office computing. With humour and simple “tech-free” explanations any professional can understand, lawyer and tech expert Paul Unger will teach you:

- About cloud options, and how to safely store documents, data and programs in the cloud and on mobile devices
- Programs and features you should and must use in cloud storage options like Dropbox, Box, & OneDrive
- Security vulnerabilities related to documents, emails and e-discovery, and the potential metadata nightmare
- How to properly delete client data, assign passwords, and dispose of computer equipment while protecting client privacy

Technology has fundamentally changed the way we practice, and as a result, our ethical obligations. Are you “technically competent”? Attend this course and learn how to best protect you, your practice, and your clients.

COURSE SCHEDULE (Eastern)

1:00 - 2:30

Introduction and Overview

Cloud Computing

E-Mail Pitfalls

Deleting Client Data and Assigning Passwords

Avoiding the Hazards of Metadata

Agenda continued→

→Agenda continued

2:30 - 2:45 Break

2:45 - 4:00

Online File Storage and Back-up Systems
Assessing Security Vulnerabilities
Disposing of Old Computer Equipment

4:00 Wrap-up and Program Evaluation

PRAISE FOR PAUL UNGER:

- “Mr. Unger was superb – his grasp of material, presentation style and approach was the best I have seen. I would attend any future program with him.”
- “This was very useful information and highly relevant.”
- “The presenter was very likeable, and responsive. Just the right amount of detail and good knowledge of related information not part of his presentation.”
- “One of the best CLE presentations I have attended.”
- “Good information presented in a very clear format. Excellent presentation!”

ABOUT THE PRESENTER



Paul J. Unger is an international speaker, writer and thought leader in the legal technology industry. He is a lawyer and founding principal of Affinity Consulting Group, providing legal technology consulting, training and continuing legal education. He served as Chair of the ABA Legal Technology Resource Center (2012-13, 2013-14), and former Chair of ABA TECHSHOW (2011). He is a member of the American Bar Association, Columbus Bar Association, and Ohio State Bar Association, and specializes in document and case management, paperless office strategies, trial presentation and litigation technology, and legal-specific software training for law firms and legal departments. Mr. Unger has provided trial presentation consultation for over 400 cases. He is the author of numerous legal technology manuals and publications.



ON: This program contains 3.0 Professionalism hours.

BC: This program has been approved for 3.0 hours of professional responsibility and ethics, client care and relations, and/or practice management. **NB:** This program has been approved for 3.0 CPD hours.

SK: This program has been approved for 3.0 CPD hours, all of which qualifies as ethics.

Lawyers in other mandatory CPD jurisdictions may count their attendance towards their CPD requirement/plan. **Seminar Partners is an Accredited Provider of Professionalism Content by the Law Society of Upper Canada, and a pre-approved CPD Provider of the Law Society of British Columbia.**

✓ **Yes, I want to attend Flying Safe in the Clouds! Ethical Pitfalls of Everyday Computing**

Choose your learning format: Live in-person **OR** Live webcast with replay*

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* Materials will be distributed electronically in advance. Live webcast includes free video replay for up to 30 days after the program. Replay link will be made available 2 to 3 working days after the program. Webcasts cannot replicate the quality or rich interaction of in-person attendance.

REGISTRATION FEE (with ON HST*):

On or before October 21, 2016: \$350.00 + \$45.50 (13%) HST* = \$395.50 - Save \$40.00!

After October 21, 2016: \$390.00 + \$50.70 (13%) HST* = \$440.70

**If paying by cheque, adjust tax for attendee's province as follows: 5% in AB, BC, MB, NWT, NU, SK, YK. 13% in NB, NL, ON. 14% in PEI. 15% in NS.*

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