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QUESTION 1

Which of the following are examples of records disposition? (Choose 2)

A. Physical destruction or deletion

B. Reassignment of metadata identifiers

C. Transfer to an off-site storage facility

D. Data analytics and mining

Correct Answer: AC

QUESTION 2

Best practice for managing email is to

A. Keep email indefinitely to avoid spoliation.

B. Keep only those emails that are needed, for as long as they are needed.

C. Delete email on a regimented schedule.

D. Allow employees to manage their own email as they choose.

Correct Answer: B

QUESTION 3

What are the key benefits of implementing an instant messaging (IM) solution in a geographically distributed global organization? (Choose 2)

A. Auto-translation between languages

B. Online presence

C. Real-time messaging

D. Quality of service (QoS)

Correct Answer: BC

QUESTION 4

What is the primary purpose of a legal hold?

A. To distribute notification of the legal obligation to prevent destruction or modification of any information relevant to a lawsuit

B. To collect and export for review any information that pertains to a lawsuit or governmental investigation

C. To collect information based on keyword searches defined by legal counsel in the event of a preservation notice

D. To prevent the modification or destruction of documents and electronically-stored information (ESI) relevant to a lawsuit or governmental investigation

Correct Answer: D

QUESTION 5

When an organization develops a social media policy, it should include

A. Guidelines for grammar.

B. References to applicable regulations.

C. Access control procedures for social media.

D. A link to yearly risk-assessment reports.

Correct Answer: B

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