

OneNote eDiscovery

A Unique Tool For Easier, Faster, Fully Defensible Processing

Microsoft OneNote is a digital notebook for capturing, storing and sharing all kinds of information. The organization of OneNote files makes them extremely difficult to image because they aren't a file. Instead, they're a logical collection of files bound together by an index that reflects a virtual folder structure. From a data processing perspective, the task of handling OneNote documents is notably more complex than files from other common software, such as Microsoft Office or Adobe Acrobat.

Background: *Collecting data from an entire organization using OneNote.* These issues were central to one project involving a client that had its various departments—legal, IT, software development, and others—using Microsoft OneNote extensively. All of those notebooks needed to be turned over for a litigation proceeding.

HaystackID Responds: *Manual importing was not an option.* HaystackID surveyed other litigation support vendors and found that the most common method of completing this task was to manually image and import the files directly into the processing software. As this is a time-consuming and unreasonably expensive task for the end-client, HaystackID chose to utilize a better, faster, more accurate solution.

Solution: *Proprietary tool specifically for OneNote.* With our focus on efficiency, affordability and defensibility for all tasks, the HaystackID team employed our proprietary software tool that scans any incoming client data for the index files used by OneNote. This tool also recreates the logical structure of the files and converts each individual note to an MHTML file. The attached files are then placed in folders alongside their corresponding note within the proper subfolders.

Outcome: *Time, money, and peace of mind.* Using conventional procedures for this task would have resulted in roughly 300 people-hours of labor, significantly higher costs for the client, and a non-defensible risk of human error. Our unique software allowed a single operator to pre-process the same dataset in a few hours and load the newly converted MHTML files as normal electronic documents.

Learn More. Today.

[Contact HaystackID today](#) to learn more about how our highly rated eDiscovery consulting and services can enhance your ability to efficiently and economically achieve favorable investigation and litigation outcomes.

About HaystackID

HaystackID is a specialized eDiscovery services firm that helps corporations and law firms find, listen, and learn from data when they face complex, data-intensive investigations and litigation. With an earned reputation for mobilizing industry-leading computer forensics, eDiscovery, and attorney document review experts, HaystackID's Forensics First, Early Case Insight, and ReviewRight services accelerate and deliver quality outcomes at a fair and predictable price. **Learn more today at HaystackID.com**