**eDiscovery planning worksheet**

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| Project/Product: | Related content: |
| Microsoft SharePoint 2013 Products | Plan for eDiscovery |

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| Prepared by:  | Date: |
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**Overview**

Use this worksheet to record the decisions that you make as you plan to implement eDiscovery in Sharepoint.

For more information, see [Plan for eDiscovery](http://technet.microsoft.com/en-us/library/fp161512%28office.15%29.aspx).

**eDiscovery Centers**

1. How many eDiscovery Centers will you have?
2. Where will the first eDiscovery Center be located?

 Farm:

 Web application:

1. List all file shares that the Search service application associated with the first eDiscovery Center should crawl.
2. List all sites that the Search serviec application associated with the first eDiscovery Center should crawl.

Note   You do not have to list sites in the farm that is local to the Search service application. Local sites are crawled automatically.

1. If you use the first eDiscovery Center to discover content in Exchange 2013, what is the name of the Exchange server?

Note   Repeat the previous four entries for each eDiscovery Center.

**Permissions**

1. What is the name of the security group for eDiscovery users?
2. List the users who should be members of the security group.
3. At which level will you grant permissions? Web application Site collection Mixed
4. If you will grant permission at the web application level, list the web applications to which eDiscovery users need access.
5. If you will grant permission at the site collection level, list the site collections for which eDiscovery users must be administrators.