



Pikes Peak Paralegals present:



DISCLOSURE, REVIEW, AND USE OF METADATA

by
Reba J. Nance

What is metadata? How is metadata removed? Who should create metadata and why? Reba J. Nance, Director of Law Practice Management at the Colorado Bar Association, will talk about metadata standards and file formats, removal, storage, management, and dissemination. She will also touch on ethics opinions regarding metadata.

February 9, 2012 5:30 pm – 8 pm

at

SOUTHSIDE JOHNNY'S
528 S. Tejon, Colorado Springs, CO 80903

Pikes Peak Paralegals sponsored programs generally qualify for NALA credit (2 hours)

PPP MEMBERS: \$25.00 NON-MEMBERS: \$35.00
Includes dinner, nonalcoholic beverage, dessert, tax, and gratuity

Please inform us of your entrée selection at time of registration.

To register please contact Kathy Francis at (719) 520-3776 or Kathy.Francis@ElPaso.com
or log on to www.pikespeakparalegals.com/seminars.html by Tuesday, February 7, 2012.

Entrée Choices are:

- Salmon Salad
- Tuna Filet Salad
- Chicken Caesar
- Steak Sandwich
- Green Chili Enchiladas
- Kobe Beef Sliders
- ½ Rack Ribs
- All American Cheeseburger
- Bacon Turkey Avocado Sandwich
- Chicken Sandwich
- Chicken Quesadillas
- Reuben Sandwich

Above choices for entrées will all come with a salad and a choice of one side item; french fries, mashers etc.