Register by January 22 to save $200!

Presented by the

CONFERENCE
March 7-10

EXPO
March 7-9

CHICAGO, IL
Hyatt Regency Chicago

www.techshow.com
#ABATECHSHOW
A MESSAGE FROM THE ABA TECHSHOW 2018 CO-CHAIRS, Debbie Foster and Tom Mighell

It’s no secret that technology has become a dominant force in shaping the legal profession over the past several years. With no end to its impact in sight, many legal professionals find it challenging to keep up with the rapidly changing landscape. For over 30 years, ABA TECHSHOW has been bringing lawyers together to learn how they can use technology to enhance their practices and deliver more sophisticated legal services to their clients, in the most efficient way possible. Please join us March 7-10 at our new location, the Hyatt Regency Chicago, for TECHSHOW 2018.

The Hyatt provides TECHSHOW attendees with an all new layout and a more dynamic learning and networking experience. Our educational sessions also enjoy a face-lift to help us deliver educational content on the newest technologies available for lawyers today. New this year, we’re introducing TECHSHOW Buddies, a terrific way for first-time attendees to get the most out of TECHSHOW by being matched with a TECHSHOW veteran. We’re also bringing back some of your favorites from last year: TECHSHOW Communities, the Hands On Track, the Academic Track for law school faculty and staff, a special “Beyond the Tech” track to help you focus on a handful of other really important topics like leadership, communication and teamwork, and of course, our very popular and much-needed fitness breaks.

Experience 3 days of CLE, and over 60 sessions in 16 different tracks covering the latest in blockchain, cybersecurity, modern e-discovery, and the latest trends in legal technology. In addition, our new EXPO Hall features all the service providers and product makers relevant in legal technology, from startups to long-time trusted brands. Your TECHSHOW pass will give you a first look at what’s new and find real solutions that fit your practice.

You do not want to miss TECHSHOW 2018! The future of legal technology is here, and TECHSHOW will prove that technology and progress can truly help you run your business and practice better. On behalf of the TECHSHOW 2018 Planning Board, we invite you to join us March 7-10 at the Hyatt Regency Chicago.

Debbie Foster
Tom Mighell
2018 ABA TECHSHOW Planning Board Co-Chairs
#ABATECHSHOW

### Program

#### THURSDAY 03.08.18

**CORE PRODUCTION TOOLS**

**START-UP COMPETITION**

**WEDNESDAY, MARCH 7, 2018**

For the second year, TECHSHOW will host a startup competition showcasing 15 innovative legal startups. Right before the Wednesday night Welcome Reception, the 15 startups will face off in a bracketed pitch competition—judged by TECHSHOW attendees—to pick the most innovative startup. The startups will also be featured in the EXPO Hall during TECHSHOW in the StartUp Alley.

**FITNESS CHALLENGES**

**THURSDAY, MARCH 8 & FRIDAY, MARCH 9, 2018**

Three straight days of programs can get you a little off-kilter. Put some balance back in your life with yoga sessions, meditation, and our second annual 5k run.

**THOMSON REUTERS HAPPY HOUR**

**THURSDAY, MARCH 8, 2018**

Sponsored by: Thomson Reuters

After your first full day of sessions and EXPO, it’s time to unwind! Mingle with other attendees and vendors in the EXPO Hall during our Thursday Happy Hour sponsored by Thomson Reuters. Roam the EXPO Hall while enjoying drinks and tasty food and taking your hand at a few casino games.

**TASTE OF ABA TECHSHOW**

**THURSDAY, MARCH 8 & FRIDAY, MARCH 9, 2018**

Get the best Chicago dining experience and join us for Taste of TECHSHOW! We have dinner reservations throughout the city of Chicago with each dinner based on a technology topic and hosted by an expert in the field. Don’t miss this Dutch-treat event where you can pick the technology, the restaurant, or the host.

**12-STEP MEETINGS**

**THURSDAY, MARCH 8 & FRIDAY, MARCH 9, 2018**

An open 12-Step meeting, welcome to anyone attending the Conference. We invite you to attend and share your experience, strength, and hope in recovery. The moderator will be Tom from New Orleans, and he looks forward to having open discussions on any recovery topic.

**TECHSHOW Communities**

We are making it easier than ever to identify and connect with your peers during the TECHSHOW experience. Meet up with fellow practitioners to exchange ideas, tips, tools and resources. Discussions led by legal technology experts and practicing attorneys. Look for specific community meet-ups and individual channels in the TECHSHOW app. Communities include:

- Family Law
- Litigation
- Trust and Estate Planning / Elder Law
- Law School Faculty / Staff
- Solo / Small Firm
- Business Law
- Mac
- Women Rainmakers

**WORD MASTER CLASS: POWER TIPS FOR LAWYERS**

**Barron Henley**

Is Microsoft Word a constant source of frustration in your practice? It’s the tool we use most to create work product, but it so often seems to work against us. In this session, we’ll teach you how to fix common legal drafting problems plaguing you now and avoid them in the future. It’s time to end your tempestuous relationship with Microsoft Word.

**IMPROVING YOUR OUTLOOK**

**Tom Mighell, Bryan Sims**

It’s tempting to think of email as a necessary evil. It can be an effective communications tool, but getting control over it is often an exercise in frustration. Why not make Microsoft Outlook work for you? In this session, you’ll learn strategies and techniques for powering through your email, as well as the features, security settings, and add-ins that will bring you closer to that elusive state of email nirvana.

#ABATECHSHOW

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**Networking and Social Events**

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2:00 P.M - 3:00 P.M.
CASE IN POWERPOINT:
PRESENTATIONS FOR THE LEGAL PROFESSION
Paul Unger
PowerPoint gets a bad rap because it’s often used so poorly, but there’s no question it is invaluable to the legal profession. This course focuses specifically on PowerPoint content unique to lawyers, whether you’re presenting evidence in the courtroom or building a flow chart to explain an AB trust. We’ll show how PowerPoint is ideal for giving opening statements, closing arguments, or making complicated legal concepts clear to your clients.

2:00 P.M - 3:00 P.M.
MODERN NETWORK DESIGN:
SECURE, FAST AND RELIABLE CONNECTIVITY
Jason McNew, Morris Tabush
Lawyers require always-on connectivity these days, and modern office networks require an infrastructure with both wired and wireless capabilities. This session will discuss best practices for your office network, including mesh wireless networking, VLANs and the other pieces you need to keep the network up and running as fast as possible and at all times, while protecting your digital assets from outside threats and ethical landmines.

4:00 P.M - 5:00 P.M.
EXCEL FOR LAWYERS: PRACTICAL LEGAL APPLICATIONS
Ivan Hemmans, Allan Mackenzie
For lawyers, Excel is the neglected stepchild of the Office suite: you’re either underutilizing it, or not using it at all. This session will include the basics of Excel as well as more advanced use cases. Learn to create fiduciary accountings and schedules, graphical representations of data, mail merges, as well as useful formulas that can turn you into a spreadsheet wizard.

4:00 P.M - 5:00 P.M.
MOVIN’ ON UP: MIGRATING EXCHANGE TO OFFICE 365
Stanley Louissant, Ronnie Loew
Moving your firm’s email from Exchange to Office 365? Migrating Exchange data to the cloud must take place in a way that ensures a smooth transition with no interruptions to the firm and its end users. This session will discuss various migration strategies, the tools you should use, when to engage an outside vendor, and other considerations for making the transition as seamless as possible.

8:45 A.M - 9:45 A.M.
BACKUP AND DISASTER RECOVERY: DIY OR BUY?
Stanley Louissant
Recent hurricanes, fires and other natural disasters remind us that backup and disaster recovery tools are critical for protecting client information. There are a lot of different options out there: should you buy a pre-packaged solution or build your own? Our experts will discuss the pros and cons of each approach give you the information you need to make an informed decision on the best fit for your practice.

8:45 A.M - 9:45 A.M.
PLAYING IN THE BIG LEAGUES: E-DISCOVERY IN LARGE, COMPLEX LITIGATION
Martin Tully, John Faciola
You’re defending a case with terabytes of data, dozens of witnesses, and information stored on all sorts of obscure systems. How do you get started? Our eDiscovery experts will provide concrete, sophisticated recommendations on when to hire a vendor, use TAR or other analytics, hire contract attorneys, plan a budget to manage everything, and other issues that arise in large and complex lawsuits.

10:45 A.M.—11:45 A.M.
GUARDING YOUR DIGITAL CASTLE: USING MANAGED SECURITY
Judy Selby
Keeping your network and client data safe from ransomware, botnets and other dangers may be an ethical responsibility, but it can be a full time job! Sometimes it makes sense to let someone else help out. Our experts will discuss the options for using managed security services in your practice, and when it makes sense to turn security over to the experts, so you can focus on your clients.

10:45 A.M.—11:45 A.M.
ALEXA, IS THIS IOT EVIDENCE ADMISSIBLE?
Bob Ambrogi, Antigone Peyton
As the Internet of Things (IoT) becomes more useful and convenient in helping us to deal with technology, IoT devices are already proving to be treasure troves of discoverable information that can make or derail your case. This session will explore the current state of IoT devices, the types of information found on them, and the admissibility issues and scientific issues related to collection from IoT devices.

2:00 P.M - 3:00 P.M.
E-DISCOVERY FOR THE REST OF US
Brett Burney, Tom O’Connor, John Faciola
E-Discovery is present everywhere these days, from domestic relations to motor vehicle accidents to small commercial cases. Understanding where to look for electronic information, how to collect it, and the tools and vendors that can help you is a critical skill of the modern litigator. In this session you’ll learn how to develop an e-discovery strategy for any size lawsuit or budget.

4:00 P.M—5:00 P.M.
THE FUNDAMENTALS OF TODAY’S TECHNOLOGY-ENHANCED COURTHOUSE
Herbert Dixon, Paul Unger
Whether you are the litigator or the judge, if the anxiety of walking into a courtroom packed with technology is too much to bear, this session is for you. Learn about the types of equipment you might encounter, how to prepare for the effective use of courtroom technology, and the tools you might bring yourself. What you will learn will start you on the road to becoming a courtroom technology pro.

8:45 A.M - 9:45 A.M.
CREATING YOUR OWN LEGAL TECH STARTUP
Bob Ambrogi, Andrew Arruda
Just take a look at TECHSHOW’s Startup Alley and you’ll see the depth and breadth of new tools designed to help lawyers better serve their clients. This explosion in legal tech startups is already shaping how law firms deliver services. Our experts will discuss the up-and-coming tech tools you should know about, and what takes to create your own legal tech startup.

10:45 A.M.—11:45 A.M.
LAWYER DODGE: UNDERSTANDING SELF-HELP LEGAL TECHNOLOGIES
Catherine Sanders Reach, Nicole Bradick
Services like LegalZoom and apps created in hackathons are helping to address an underserved population: the self-help client. Rather than give in to self-help services, why not join them? In this session you’ll learn about the tools that are steering clients past attorneys, and whether you can leverage these tools—or create your own—to provide better service to and retain clients.

2:00 P.M - 3:00 P.M.
AI IN PRACTICE - OR, THE ROBOTS ARE NOT YOUR ENEMY
Shamla Naidoo, Andrew Arruda, Ed Walters
Whether you are ready or not, Artificial Intelligence is impacting the way we practice law and operate law firms. Join our AI experts as we discuss the current state of AI in the legal industry—where it is already in use, where it might go in the future, where lawyers are still safe, and how you can leverage AI in your practice today.

4:00 P.M. - 5:00 P.M.
**BLOCKCHAIN REACTION: THE NEXT BIG THING**
Matthew Roszak, Amy ter Haar

In recent years Blockchain has emerged as a tool with the potential to revolutionize the legal and other industries. Lawyers are already using this distributed ledger system to create “smart contracts” that save both time and money. Learn more about how Blockchain works and how you might be able to start using Blockchain technology in your practice.

**MAC TRACK**

8:45 A.M. - 9:45 A.M.
**RUNNING A SMALL LAW OFFICE ON MAC**
Katie Floyd, Julie Tolek

Your solo or small firm just made the decision to run an all-Mac law practice—great call! In this session, lawyers who started Mac-based small firms will provide insight on how to get started. Whether you are newly solo, or just making the switch from Windows to Mac, you’ll learn about the tools, strategies, security and workflows of a well-functioning Mac office.

10:45 A.M. - 11:45 A.M.
**ALL IN THE FAMILY: SEAMLESS WORKFLOWS FROM MAC TO IOS**
David Sparks, Brett Burney

If you’re a Mac attorney, chances are you also use an iPhone or iPad. Although Mac and iOS are different operating systems, Apple makes it easy to use the two systems together, and move back and forth between devices. Learn the best tips and tricks for handling work off between your Mac and iOS devices, so you can be productive no matter which device you’re using.

2:00 P.M. - 3:00 P.M.
**USING AUTOMATION TO STREAMLINE YOUR MAC LAW PRACTICE**
Victor Medina, Julianna Maria

As clients increasingly demand more for less, running an efficient practice is more important than ever. Automating your basic tasks can help you to save time, streamline processes and be more profitable. In this session you’ll learn how to use your Mac to create workflows and automate those common tasks that can drag you down. You’ll leave this session ready to recapture and optimize your time!

4:00 P.M. - 5:00 P.M.
**MAC MASTER: TAKE YOUR MAC PRACTICE UP A NOTCH**
Katie Floyd, David Sparks, Victor Medina

Back by popular demand, our panel of Mac experts will provide advanced guidance on running a Mac-based law office. They’ll share the latest on Mac hardware, software, workflows, automation, and more. This session is not for beginners—the power tips offered by our experts will help you take your Mac practice into a new dimension.

8:45 A.M. - 9:45 A.M.
**VIRTUAL REALITY: OPPORTUNITIES FOR TEACHING AND USING IT IN LAW PRACTICE**
Jennifer Vondracek, Kenton Brice, Ayyoub Ajmi, John Mitchell Jackson

From accident reconstruction and crime scene recreation to training, virtual reality (VR) is becoming a viable tool for litigators and even transactional attorneys. This panel will discuss how their firms and law schools are working with VR to improve the practice of law.

10:45 A.M. - 11:45 A.M.
**HOW DO I CHOOSE? SELECTING AND IMPLEMENTING LAW PRACTICE TECHNOLOGY**
Kris Niedringhaus, Michael Robak, Natalie Kelly, Jim Calloway, Darla Jackson, Jesse Bowman

Evaluating and selecting legal technology can be daunting. Fortunately, there are techniques and tools that make this process easier, which can be adapted for any type practice and the world of constantly-changing technology. Our experts will discuss how to use these tools to train law students, set up a new practice, or upgrade technology in any practice.

2:00 P.M. - 3:00 P.M.
**MENTORING WOMEN AND PEOPLE OF COLOR IN LEGAL TECH**
Irene Mo, Chas Rampenthal, Dan Lear, Tiffany Graves, Judy Perry-Martinez

The legal technology field is not immune to the lack of diversity found in the profession as a whole. Mentorship is essential to the success of young women and people of color entering this field, particularly from law school, but forming these relationships can be difficult because most potential mentors have not faced similar challenges. This session will discuss how law schools can develop mentoring models for women and people of color.

4:00 P.M. - 5:00 P.M.
**LAWYERS AND LEADS: HOW TO EFFECTIVELY DEVELOP BUSINESS**
Chelsey Lambert, Traci Ray

Most attorneys cringe at the word “sales,” but let’s face it—to be successful at business development, you need to understand how to sell your services. In this session we’ll discuss capturing, tracking, and following up with “leads” in the digital age. You’ll learn how to use chatbots, text messaging, lead buys, automation and more to help you to ethically close the deal with new clients.

**ACADEMIC TRACK**

8:45 A.M. - 9:45 A.M.
**THE NEW WORD OF MOUTH: LAWYER RATINGS AND REVIEWS**
Gyi Tsakalakis, Erin Gerstenzang

Like it or not, we now live in a world where clients choose lawyers just like they’d choose a restaurant—through ratings and reviews. If you’re not getting reviewed on Yelp or Google, are you missing out on potential business? Our experts will explain the world of lawyer ratings, where and how to ethically get reviews, and how you might benefit from them.
TECHSHOW 2018

**WEDNESDAY, MARCH 7, 2018**

5:00 PM - 6:00 PM
Startup Alley

6:00 PM - 7:30 PM
Welcome Reception: EXPO Hall

**THURSDAY, MARCH 8, 2018**

7:00 AM - 7:45 AM
Meditation / Yoga / Group Run

7:00 AM - 8:00 AM
12-Step Meeting

7:30 AM - 8:15 AM
Breakfast

7:30 AM - 8:00 AM
New Attendee Orientation

8:00 AM - 8:30 AM
Welcome to TECHSHOW 2018 / Introductory Session / Meet the Planning Board

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**FRIDAY, MARCH 9, 2018**

7:00 AM - 7:45 AM
2nd Annual 5k

7:00 AM - 8:00 AM
12-Step Meeting

8:00 AM - 8:30 AM
Breakfast

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<th>Core Production Tools</th>
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**SATURDAY, MARCH 10, 2018**

7:30 AM - 8:00 AM
Breakfast / Communities Breakfasts

8:00 AM - 9:00 AM
Your Law Firm Ethics Checklist

9:15 AM - 10:15 AM
Think Before You Tweet: Ethical Issues in Social Media

10:30 AM - 11:30 AM
Connecting the Dots - Automating Web Apps and Services

60 in 60
abatechshow

FRIDAY

03.09.18

CORE PRODUCTION TOOLS

8:30 A.M. - 9:30 A.M.
MAKING A GOOD THING BETTER - ADD-INS FOR WORD AND OUTLOOK
Jeff Krause, Nerino Petro
As powerful as Word and Outlook can be, there are hundreds of enhancements and add-ins that can make them even better. Add-ins from Office 365 or other sources can give you a better grammar checker, enhanced document comparison, automatic meeting scheduling, or a warning if you hit “reply all.” If Word or Outlook are missing a feature you want, chances are it’s available as an add-in!

10:30 A.M. - 11:30 A.M.
PDFING FOR LAWYERS
Bryan Sims, Nerino Petro
PDF is the file format of choice when exchanging documents with clients, other lawyers and the courts. Because of their prevalence, it is critical that lawyers understand the uses, risks and benefits of PDF files. This session covers how to work with PDF files, including metadata removal, document security, redaction, Bates numbering, collaboration features, as well as the pros and cons of the different PDF applications.

3:00 P.M. - 4:00 P.M.
STOP TYPING AND START TALKING: SPEECH RECOGNITION TOOLS
Speaker: Britt Lorish
Talking to your computer doesn’t mean you’re crazy. In fact, using speech recognition technology in your practice is incredibly smart. You talk, and your computer types exactly what you’re saying with incredible accuracy, whether you’re entering time, dictating email or drafting legal documents. We’ll show you the top speech recognition tools, how they work, and how they can save you and your support staff a lot of time.

3:00 P.M. - 4:00 P.M.
AUTOMATION MADE EASY: DOCUMENT ASSEMBLY WITH TOOLS YOU ALREADY HAVE
Annette Marie Sanders, Jeff Krause
It’s proven that document assembly helps you create documents faster and with higher accuracy, which means fewer client ethical issues. Fortunately, incorporating document automation doesn’t mean you have to buy another program—you can use the tools you already have. In this session, learn about Word’s excellent built-in document assembly features that can have you creating gold standard templates for your clients in no time.

CYBERSECURITY

8:30 A.M. - 9:30 A.M.
CYBERINSURANCE: NECESSARY, EXPENSIVE AND CONFUSING AS HELL
Judy Selby, Sharon Nelson
It seems like a new data breach occurs every week. Although you already have insurance, don’t be fooled into thinking that your general liability coverage protects you from a cyber incident. Cyberinsurance can cover the destruction or theft of your confidential client information—but do you really need it? Learn the basics of cyberinsurance, what gets covered and the cost, and the pros and cons of buying it.

10:30 A.M. - 11:30 A.M.
A TOUR OF THE DARK WEB: DANGERS AND DISCOVERY
John Simek, Lincoln Mead
Experts believe 96% of Internet information is not visible via traditional search engines. Within this Deep Web is a more dangerous place called the Dark Web, which can be a trove of valuable information. We’ll take you on a tour of the Dark Web, and you’ll learn how to access it, the precautions you should take and when you should leave exploring the Dark Web to an expert.

3:00 P.M. - 4:00 P.M.
EFFECTIVE SECURITY AWARENESS TRAINING FOR LAW FIRM PERSONNEL
Julianna Maria, Sharon Nelson
Phishing and social engineering scams are pandemic, as criminals increasingly target law firms to access financial accounts or hold your data for ransom. Education is your first step in an ethical approach to protecting against common cyberattacks, and helping employees become a part of your “human firewall.” Learn how attackers penetrate firm defenses, and how to implement an effective cybersecurity awareness program with videos, realistic phishing tests, and more.

THE SOLO AND SMALL FIRM LAWYER

8:30 A.M. - 9:30 A.M.
AFFORDABLE TECHNOLOGY FOR SMALL FIRM PRODUCTIVITY
Mary Vandenack, Heidi Alexander
Whether you’re just starting out or have been running a small firm for years, it pays to be cost-conscious about your technology choices. In this session, you’ll learn how to build a technologically-savvy small law firm, with affordable options for practice management, legal research, client collaboration and billing, and tips on how to capture and use firm data to make your practice more successful.

10:30 A.M. - 11:30 A.M.
USING CLIENT PORTALS FOR EFFECTIVE COLLABORATION
Jim Calloway, Brooke Moore
Collaboration is a critical element of successful client relationships, but it requires an ethical way to share confidential communications. The client portal has emerged as a must-have tool for lawyers who want to provide secure, 24/7 access to case files and other information. In this session you’ll learn about the varieties of client portals, how to configure and use them, and cut down on email in the process.

3:00 P.M. - 4:00 P.M.
ON-DEMAND STAFFING FOR SOLO AND SMALL FIRMS
Speaker: Michael Spekter
You suddenly get busy with new client work, but it doesn’t make financial sense to hire full-time staff to help out. What are your options? With flexible online legal staffing, you can effectively use contract lawyers and para-professionals to tackle extra work without adding overhead. This session will cover the types of work that can be outsourced without compromising service, and how to ethically manage outside resources.

4:15 P.M. - 5:15 P.M.
THE 411 ON TEXTING FOR LAWYERS
Jim Calloway, Ivan Hemmans
Like it or not, many clients prefer text messaging when communicating with their lawyers. However, its informality and ubiquity make it easy for clients to overlook the ethical and evidentiary risks inherent in the medium—not
something to LOL about. In this session you’ll learn the rules around texting with your clients, the warnings you should give them, and best practices for texting with your clients IRL.

### PROCESS MANAGEMENT

8:30 A.M. - 9:30 A.M.
**BUILDING A PREDICTABLE PROCESS MANAGEMENT SYSTEM**
Shantelle Argyle, Gina Bongiovi
The numbers don’t lie: a process-driven practice is a successful, profitable practice. The trick is to make those processes consistent and repeatable. Our process development experts will discuss how you can map out predictable processes for client intake, work product creation and management, billing and client follow up, as well as evaluate and strengthen your current office processes.

10:30 A.M. - 11:30 A.M.
**BETTER CLIENT SERVICE THROUGH PROCESS AUTOMATION**
Britt Lorish, Gina Bongiovi
Now that you have developed consistent, repeatable processes, it’s time to use technology to your advantage. By identifying and automating your most routine processes, you reduce mistakes, enhance client service and improve your bottom line. In this session you’ll learn how to select and configure the right tools that can help to streamline your practice and deliver better service to your clients.

3:00 P.M. - 4:00 P.M.
**ALTERNATIVE FEES FOR THE PROCESS-ORIENTED FIRM**
Shantelle Argyle, Mary Vandenack
Now that your consistent, repeatable processes help you to achieve better outcomes more efficiently, it’s time to start thinking about alternative fee options for your clients. Alternative fees help you to capitalize on your process improvements, because you’re no longer wasting time on routine tasks. In this session you’ll learn more about the different types of AFAs and when they might make sense for you.

4:15 P.M. - 5:15 P.M.
**EMBEDDING PROCESS THROUGH EFFECTIVE CHANGE MANAGEMENT**
Speaker: Debbie Foster
Process is also about people. No matter how refined your processes, if your lawyers and staff don’t understand or believe in them, they won’t succeed. In this session you’ll learn the best strategies for changing user behavior and empowering your staff to adopt consistent, repeatable processes and the technologies that help us all to be more efficient.

### HANDS ON

8:30 A.M. - 9:30 A.M.
**FORMATTING AN APPELLATE BRIEF**
Speaker: Barron Henley
It's time to end your feud with Microsoft Word and finally start using Word's powerful formatting tools to help streamline document generation. In this hands-on session, you'll work with an appellate brief template as our expert shows you how to organize and properly format the document, using styles, paragraph numbering, and creating tables of contents and authorities. Applies to Microsoft Office for Windows and Mac.

10:30 A.M. - 11:30 A.M.
**CREATING A DIGITAL SIGNATURE**
Coming Soon
Having a digital signature is not only a convenience, it can be necessary to guarantee a document’s authenticity. Learn how to create your own digital or digitized signature - as easy as signing your John Hancock using a pen and paper, or as powerful as a digital certificate in Adobe Acrobat. Get ready for a hands-on experience in esigning using tools including Mac Preview, Acrobat, and other esignature services.

3:00 P.M. - 4:00 P.M.
**CREATING A FILLABLE PDF FORM**
Speaker: Rochelle Washington
Clients love it when you make it easy for them to provide information. Fillable PDF forms are an efficient way to streamline client intake, gather details for drafting a contract, or dozens of other legal activities. Fortunately, you don’t need to be a geek to create them. We’ll provide hands-on guidance to create the forms you need to run your practice. Applies to Adobe Acrobat and Word.

4:15 P.M. - 5:15 P.M.
**SECURING YOUR DOCUMENTS**
Heidi Alexander, Shamla Naidoo
Providing basic security for your confidential client information doesn’t necessarily require fancy encryption software—you can start by using the tools you already have! Our experts will guide you in this hands-on session on simple password protection, encryption, and other methods of securing files, folders, hard drives, and more. Applies to Microsoft Word, Adobe Acrobat, Office 365, Filevault 2 and Bitlocker.

### PRACTICE IN THE CLOUD

8:30 A.M. - 9:30 A.M.
**IS YOUR CLOUD LINING DARK OR SILVER? DEMYSTIFYING THE CLOUD**
Ed Walters, Tim Baran
Although many lawyers are moving their practice to the cloud, many of you still have doubts, fears, or misconceptions about it. In this session our experts will dispel the myths, discuss the pros and cons of using the cloud as backup or live storage, and how the fears of security risks actually measure up to reality. You don’t need a degree in meteorology to understand the cloud!

10:30 A.M. - 11:30 A.M.
**COLLABORATION IN THE CLOUD**
Annette Marie Sanders, Rochelle Washington
With today’s cloud tools, collaboration by email and paper airplane is out. Instead, why not work on the same document at the same time? In this session, you’ll learn the tips and tricks for sharing and collaborating on documents with multiple users in multiple locations, even with tools you already own, like Office 365. Stop waiting around for emails and redlines—start collaborating now.

3:00 P.M. - 4:00 P.M.
**MAKING THE CASE FOR MOVING TO THE CLOUD**
Debbie Foster, Larry Port, Jack Newton, Marc Duncan, Deb Tesser
In this session, you’ll hear from the innovators who changed the face of computing for the legal industry - the designers of cloud-based law practice tools. You’ll hear why they believe the cloud makes sense for all lawyers—always-updated software, lower total cost of ownership, on-demand flexibility, and any-platform availability are just a few reasons. Join this lively discussion for the latest developments in cloud computing.

4:15 P.M. - 5:15 P.M.
**UP, UP AND AWAY - MOVING YOUR PRACTICE TO THE CLOUD**
Allan Mackenzie, Ronnie Lowe
You’ve made the decision to move your practice to the cloud—how do you get started? Whether you only have to deal with email, document storage and billing, or if you have a long-term relationship with case or document management systems, moving to cloud platforms can be daunting and mysterious. Our experts will show you how to evaluate your options and plan for your move to cloud-based services.
8:00 A.M. - 9:00 A.M.
YOUR LAW FIRM ETHICS CHECKLIST
Tom O’Connor, Megan Zavieh
Now that the ethics rules of most states require that lawyers be aware of the risks and benefits associated with using technology, keeping up your knowledge about secure email, cloud storage, and encryption can be a bit overwhelming. Our experts will explain the ethical requirements, how far you must go to protect client information and your data, and ways to stay informed on the latest technology updates.

9:15 A.M. - 10:15 A.M.
THINK BEFORE YOU TWEET: ETHICAL ISSUES IN SOCIAL MEDIA
Herbert Dixon, Megan Zavieh
More lawyers than ever use social media to market their practices. Remember, though, the duty of technological competence also extends to social media. What you tweet, post or publish is as discoverable in litigation or ethics investigations as your emails, public statements and electronic documents. Our experts will discuss the latest rules and guidance on the ethical use of Twitter, Facebook, LinkedIn, or even your own blog.

10:30 A.M. - 11:30 A.M.
60 IN 60
Debbie Foster, Lincoln Mead, Tom Mighell, John Simek
This year, TECHSHOW combines the best of “60 Sites,” “60 Tips,” and “Gadgets and Gizmos” into one rollicking, fast-paced session. We say goodbye to TECHSHOW 2018 with an hour of the latest in apps, work hacks, hot technologies, and more.

SATURDAY
03.10.18

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Contact Suzie Smith
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Registration

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| **Single Day Passes (1 Day)** |                           |                          |
| Thursday Conference & EXPO | $395.00                   | $395.00                  |
| Friday Conference & EXPO   | $395.00                   | $395.00                  |
| Saturday Conference Only   | $195.00                   | $195.00                  |
| EXPO Hall Only Pass        | Free                      | Free                     |
| CLE Materials Only         | $395.00                   | $395.00                  |

*One Day registration prices may not be combined. Full registration includes access to all educational programs and to the EXPO floor.

REGISTRATION IS QUICK AND EASY AT: WWW.TECHSHOW.COM

Hotel Reservations: The ABA Law Practice Division has secured special room rates at the Hyatt Regency Chicago for $189.00/night. Be sure to register and book your hotel accommodations early to take advantage of the lower rates. Hotel registration information will be provided in your Meeting Confirmation Email. Please note that you must be registered for the Conference before you can book a room at the Hyatt Regency Chicago. Reservation must be made by 5:00 p.m. CST on February 5, 2018.

Refunds: Written requests for cancellations, prior to January 29, 2018, may be sent by e-mail to ABAtech@xpressreg.net; by fax to 508-743-9679; or by mail to ABA/CDS/onPeak, ABA TECHSHOW 2018, 107 Waterhouse Road, Bourne, MA 02532. There is a $50.00 administrative fee. After January 29, 2018, no refunds will be given. Any questions, please contact Lauren Krauth at lauren.krauth@americanbar.org. Please include your Badge ID number on all correspondence. All cancellation requests must be accompanied by an explanation for cancellation.

The Academy

TECHSHOW has worked with several great law schools to develop the returning Academy Track held during TECHSHOW. With eager faculty and staff from law schools around the country, we have developed a special program for faculty and staff interested in learning and sharing more about integrating technology and law practice management into law school curriculums.

CLE Credit

The ABA directly applies for and ordinarily receives CLE credit for ABA programs in AK, AL, AR, AZ, CA, CO, CT, DE, GA, GU, HI, IA, IL, IN, KS, KY, LA, ME, MN, MS, MO, MP, MT, NH, NJ, NM, NV, NY, NC, ND, OH, OK, OR, PA, SC, TN, TX, UT, VT, VA, VI, WA, WI, and WV. These states sometimes do not approve a program for credit before the program occurs. This course is expected to qualify for 10 CLE credit hours (including 2.0 ethics hours) in 60-minute states, and 12 credit hours (including 2.0 ethics hours) in 50-minute states. This transitional program is approved for both newly admitted and experienced attorneys in NY. Attorneys may be eligible to receive CLE credit through reciprocity or attorney self-submission in other states. For more information about CLE accreditation in your state, visit americanbar.org/cle/mandatory_cle.