



EDRM SHORT MESSAGE METADATA PRIMER 1.0

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Short Message Communications (“Short Message”) such as Text Messaging and Instant Messaging have become the most commonly used communication method with 89% of service providers and 91% of corporations reporting mobile devices as their top source for collection. The collection, review, and production of short messages pose unique eDiscovery challenges, and the breadth of data and how metadata differs from one application to another has proven to be quite complex. As short messages continue to become more prevalent in eDiscovery, it’s important for Legal Practitioners and their clients’ to better understand (a) how to request and collect short message evidence with particularity, (b) review and produce relevant short messages properly, and (c) be able to organize and understand short message metadata properly to validate and appropriately challenge if needed in court.

This publication reflects inaugural efforts by the EDRM Short Message Metadata Primer Project Team led by Monica Harris and Matthew Rasmussen. The Project Team, comprised of eDiscovery professionals from various backgrounds, worked to identify and define the various short message metadata fields extracted from leading text and instant messaging platforms (e.g., WhatsApp, Slack, Teams). This Primer aspires to serve as a reference model to promote clarity and uniformity as it relates to the requests for text and instant messages and productions of these data types.

The EDRM Short Message Metadata Primer is a work-in-progress, a snapshot of the rapidly changing text and instant messaging environments. The Project Team anticipates the need to update the publication periodically to account for the fluidity of the text and instant messaging market, and in response to industry feedback . Please send your comments and suggestions to info@edrm.net.

Short Message Fields			Short Message Applications				
Category	Short Message Field	Field Description	iOS Text Messaging	Android Text Messaging	WhatsApp	Teams	Slack
Numbering and Grouping (required)	Control ID	Begin and end bates number of a document if it differs from DocID; this can be provided in one bates range field or 2 separate fields for the beginning and ending number.	✓	✓	✓	✓	✓
	Family ID	Group the file belongs to, used to identify attachments to the message.	✓	✓	✓	✓	✓
	Conversation ID	Group the file belongs to, used to identify other messages and attachments in a conversation.	✓	✓	✓	✓	✓
Core Fields (required)	From	The name, when available, and phone number of the sender of the message.	✓	✓	✓	✓	✓
	To	The names, when available, and phone numbers of ALL recipients of the message, including the sender	✓	✓		✓	✓
	Date Time Sent	Date and time when the message was sent.	✓	✓	✓	✓	✓
	Body	Body or extracted text of short-message communication	✓	✓	✓	✓	✓
Supporting Fields (optional)	Application Name	Name of the application where message resided	✓	✓	✓	✓	✓
	Message Type		✓	✓	✓	✓	✓
	Direction	Indicates direction of the message from perspective of the phone owner.	✓	✓			
	Attachment Names	Semicolon delimited list of names of the attachments to this message	✓	✓	✓	✓	✓
	Deleted	Indicates if the message was deleted	✓			✓	✓
	Deleted On	Date when message was deleted	✓				✓
	Deleted By	Name of the person who deleted the message	✓				✓
	Edited	Indicates if the message was edited	✓			✓	✓
	Edited On	Date and time when the message was edited	✓			✓	✓
	Edited By	Name of the person who edited the message	✓				✓
Edit Prior Version	Text of the message before edit	✓				✓	
Attachment Fields (required)	Attachment Name	Relative path to native file	✓	✓	✓	✓	✓
	Attachment Path	The original name of the attached file.	✓	✓	✓	✓	✓

Short Message Fields			Short Message Applications				
Category	Short Message Field	Field Description	iOS Text Messaging	Android Text Messaging	WhatsApp	Teams	Slack
Attachment Supporting Fields (optional)	Attachment Type						
	Attachment Date	Primary date associated with attachment					
	Attachment ID	Unique attachment identifier generated by chat platform.	✓	✓			✓
	Attachment Size	Size of the file in bytes					
	Attachment Extension	Extension of the document.					
Assigned / Generated Fields (required)	Custodian	Name of the person designated as custodian of this data	✓	✓	✓	✓	✓
	Sort Date Time	Date and time of parent document indicated by Family ID					
	Hash Value	Hash value that uniquely identifies content of this message	✓	✓	✓	✓	✓
	EDRM Dedup Hash	Hash value generated according to EDRM guidelines in order to deduplicate messages. This is a placeholder. Details on how to generate it coming soon.					
	Device Name	Name of the device messages was collected from	✓	✓	✓	✓	✓
Application Specific (if applicable)	Chat ID						
	Chat Name						
	Message Subject	Subject of the message					
	Entry ID	The unique Identifier of an email in an mail store.					
	Message ID	Unique message identifier generated by chat platform.					
	Reactions	Any reactions from other users of the chat. Work in progress					✓
	Teams Topic					✓	
	Teams Channel Name					✓	
	Teams ThreadId					✓	
	Teams Item Id					✓	
						✓	
						✓	
	Attachment Title						✓
	Attachment URL						✓

Project Team

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