

## Enterprise Legal Management (ELM)

# Manage Matters

## Process Module for Law Departments



### Matter Portfolio and Legal Project Management

As our world becomes more complex, so does business and its legal needs. In-house legal departments are working to manage the multi-variety, high-volume requests submitted every day. To manage productivity, optimise the life cycle of matters, and collaborate with internal and external partners; law departments need a comprehensive solution.

The Elevate ELM Manage Matters process module offers a scalable solution providing visibility into critical operating metrics. Manage matters, risks, budgets, documents, and notes on one platform. Simplify the matter flow and improve team productivity.

## Why select Manage Matters from Elevate?

### ● Focus on Legal Market

Manage Matters is explicitly built for the lifecycle of a legal matter with a focus on ease of use.

### ● Manage Projects to a Budget and Timeline

Collaborate through a centralised system that allows you to manage matters and projects.

### ● Receive Notifications

Notifications and alerts to stay on top of deadlines, risks, activities, spend, and matter updates.

### ● Better Visibility

Visibility into all matters and critical operating metrics. Oversight and reporting are streamlined and simplified.

### ● Seamless Integration

Manage Matters integrates into your key legal and business applications eliminating the need for double entry.

### ● Increase Efficiency

Pre-configured matter templates are available to start work quickly. Customisable process workflows are available for efficiency.

### ● Ensure Consistency

Complete matter information residing in a single system for a consistent, repeatable process that can be easily understood and followed.

### ● Increase Collaboration

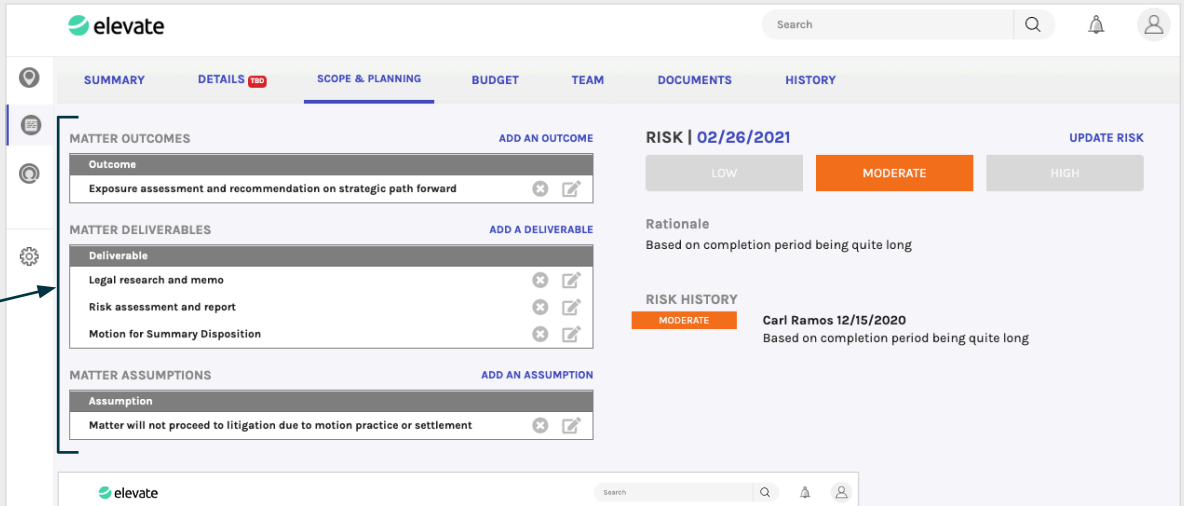
Invite internal and external matter participants to collaborate and communicate within the matter workspace.

### ● Easier Communication

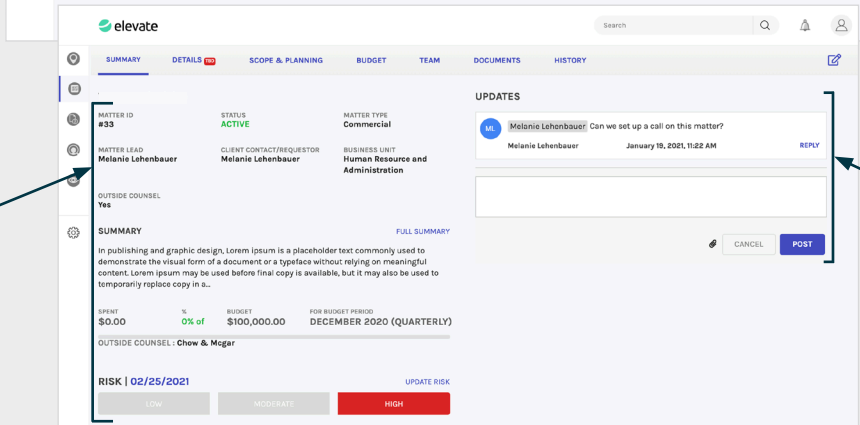
Quickly inform business stakeholders of matter progress, risks, issues, and costs.



# Manage Matters on schedule, on task, and on budget



Scope and plan matter with desired outcomes, matter deliverables, and assumptions



Quickly view matter status, budget, and risk level

Communication is highly visible and easily followed



- Access the information needed to plan and execute on matters
- Meet the stakeholders' business needs and SLAs
- Ease complexity of multiple business requests
- Increase visibility as a business leader
- Show ROI and determine how to do more with less
- Establish the balance between business goals and sound legal practices
- Oversee workflow
- Leverage data to optimise and streamline processes
- Support the GC with meaningful data