

# ENTERPRISE LEGAL MANAGEMENT

Onit's Enterprise Legal Management (ELM) solution is the most innovative and comprehensive in the legal market because "process" is fundamental to our approach. Our solution extends beyond the traditional definition as simply Matter and Spend Management. Like forward-thinking corporate legal departments, we understand the inherent value of being involved in all legal business processes, such as contract management, document creation and distribution, legal holds, corporate filings, and IP prosecution. Onit's ELM solution can automate and optimize these processes and improve the overall performance of the business.

## BENEFITS



Simplify and streamline the way lawyers and their legal staff work



Drive process improvements in all areas of legal operations



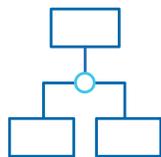
Improve collaboration between internal and external stakeholders



Gain visibility into all legal matters to minimize company risk and exposure



Easily manage, track and analyze legal spend with configurable dashboards



Workflow that automatically assigns tasks and generates notifications



Cost savings between 4-7% of your outside counsel spend



Enhanced responsiveness to your clients and transparency within your legal operations

Our ELM solution is a "system of engagement" that helps law departments provide better service to their businesses and improve operational efficiency. Our primary mission is to help lawyers streamline their workload and apply a systematic approach to getting work into the legal department so it can be quickly turned around and sent back to the appropriate stakeholder.

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Traditional ELM vendors take a data collection minded approach to managing matters and legal operations. These technology platforms act as a system of record, but are rarely used by lawyers and legal operations managers to deliver any real strategic value. As a result, virtually all knowledge work and business process are executed outside of these systems. Work migrates to email and spreadsheets, processes are encapsulated in “forms,” and Excel is used for tracking and reporting. These tools are simply not addressing the totality of legal business processes and corporate legal departments are looking for a better solution.

Onit’s ELM solution represents a new paradigm that is transforming the ELM landscape and improving our clients’ delivery of legal services. Our process-driven solutions integrate workflow and collaboration unlike any other ELM provider. Onit’s approach to ELM allows you to define the legal business processes that are critical to your organization and delivers a comprehensive ELM solution.

## FEATURES

- Highly configurable to your legal department’s needs
- Comprehensive visibility into all invoices at every stage – including submission, review, and approval
- Configure and enforce billing guidelines to analyze invoices
- Leverage matter and financial information to intelligently audit invoices
- Give your approvers appropriate invoice level or line item level warnings
- Reporting and dashboard views make it easy to analyze invoices, evaluate performance against budget, and see trends across your matter portfolio
- Workflow capabilities match your business requirements and are simple to change, alter or adjust. Different work types, such as matters related to employment, litigation, or mergers, can have their own unique workflows
- A single platform for collaboration that captures notes, documents, attachments and email communications in one secure location
- Any team member can add a new invoice reviewer on an ad-hoc basis. Simply add them to the workflow and they will get an automated invitation to join the process
- A complete audit trail of all matter activity
- Keep track of all your authorized timekeepers and rates in one location. Adjustments can be made quickly and easily with a few clicks
- Industry standard security and bank-grade encryption ensures your data remains confidential
- Integration with systems such as accounts payable, document management, IP management and other back-end systems
- Full text search on all fields, data and documents

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