

Legal Case Management – LCM

“ Business Challenge

In-house legal departments, Law firms, and other businesses in the legal industry are facing serious problems to manage, access the legal content lifecycle and the massive data volume with internal information governance mandates and regulatory requirements. Most of them fail to intelligently leverage legal cases, data privacy and security which result in risk of non- efficiency, non- compliance, less productivity, and high costs.



Legal Case Management (LCM)

MGS LCM is a legal practice management solution for small to large organizations. – A centralized, secured and integrated solution for managing legal content by transforming traditional practices to intelligent and connected work processes. LCM uses workspace for each stage of the case lifecycle to optimize collaboration between team members. LCM is built on top of Open Text Content Server system. The platform offers building cases and litigations, creating workspaces, case management, regulations, document storage and management, review and approval, archiving, tracking, record management, messaging, audit trails, activity log, document retention/deletion, deadline and time tracking, calendar management, task management, contact management, reporting, alerting, monitor risk, follow up, legal case templates, litigation holds, corporate law and more.



LCM Role

LCM offers an unmatched suite of legal solutions to improve the delivery of legal services, reduce the cost and risk of meaning legal and regulatory demands. Digitize, standardize, archive and automate smoothly the legal case lifecycle, —from initiation, creation, investigation, main case approval, to judgment compliance, and expiration. Integrate seamlessly data and processes across the system to optimize processes, and access easily all legal knowledge across the enterprise. Empower users with visibility of case processes to proactively manage it for improved compliance with internal information governance mandates and regulatory requirements. Leverage our automation tools to enable smarter legal templates authoring and case information tracking.



Product Features and Function

LCM uses the native features provided by content Server. It manages all legal documents throughout their lifecycle, and includes all of the core functionality of a legal case management software.

Smart and simple UI

Smart system using IRC with robotic and machine learning tool to capture legal agreements, documents, recognize content using OCR and automatically classify, index, and initiate a process. Users can create custom fields, cases types, design their own workflow, lookup dates, and use predefined templates, while saving time and money.

Specialization in multiple areas

Including employee's complaints, vendors/clients financial disputes, damage, litigation/claim/case, violation suspicious, bankruptcy, regulations, commercial law, procedural law, administrative law and many more.

Create and manage content of a case data

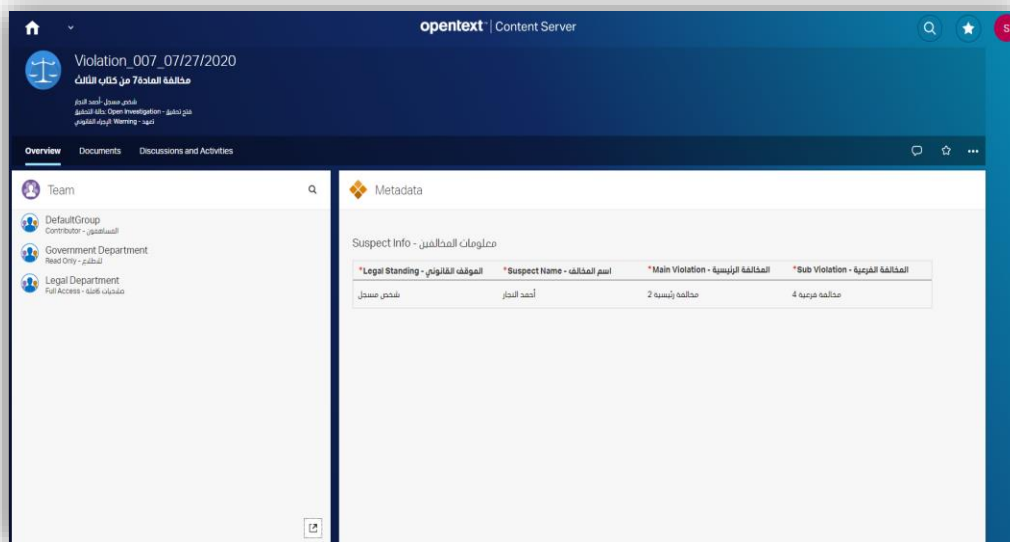
Enable users to create a case and filling template-based metadata entry using classifications and categories, manage content of different types, apply information lifecycle management and governance, search and retrieve efficiently

Automatic Reference and workspace generation

Each case that is created will instantly get a reference number and followed by an investigation. Once it is approved, a workspace name will be automatically generated. Reference and workspace can be searched, viewed, and checked for current status.

Valuable Powerful SE

Users can use custom search for saved or archived cases from the documents repository.



Integration with other systems

Collaboration tools and integrations with calendars, outlooks, emails and software. Integrate as well with MGS systems such as CWS, CMW so that contracts and documents can be linked to a legal case workspace.

Improved communication and collaboration for case team

Team member's roles are defined within a team or a business process, they are empowered to make changes, knowing the peers and getting in touch via e-mail, phone or Skype. Participants can be added and removed by team members and a community of users or experts can be formed.

Workspace capabilities

LCM uses Investigation/court workspace and other type of workspaces at any stage of the main legal case. Authorized users can manage litigation, information, defining and governing business relationships.

Centralized Legal Case management and cloud control

LCM cloud control all legal content to be securely saved, and stored in a single repository, such as OpenText Content Server.

Automated and Customized template

Minimize risk through use of automated templates/forms drafting portal for an investigation records documents, response requests documents. Allow users to edit them and easy navigate them within the system.

Customizable approval workflow system

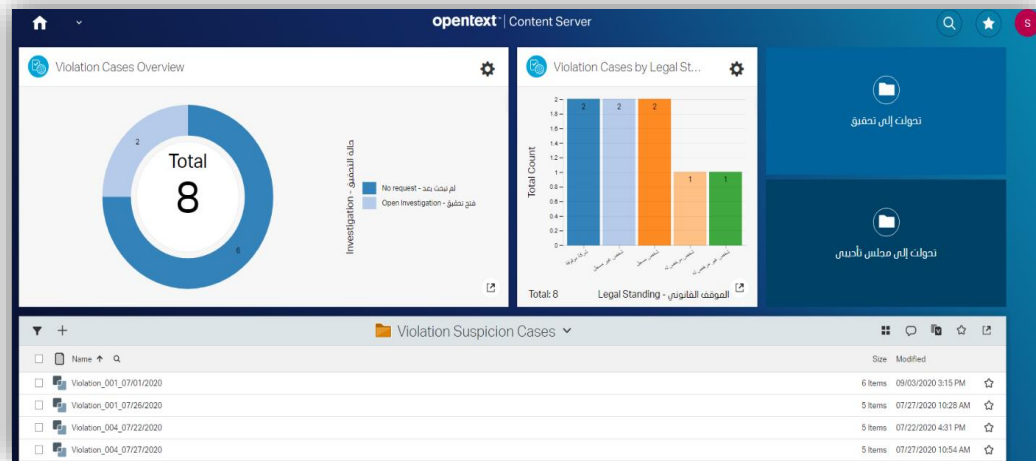
Create customizable and connected workflow whereas the solution provides users access to task and event workflow to review documents and process them.

Flexible reporting and analytics

Empower users experience with the customized report and analytics tools for immediate performance analysis, based on a stored data. Helping them to follow up easily on their assigned task and improving operational efficiency.

A unified dashboard for tracking

Users can track template usage, approval deadline and cases pipelines (number of ongoing cases, cases under investigations, completed cases, cases stage, executed verdicts...) based on a unified dashboard.



Smart Enterprise Viewer

Viewer can add electronic signature of your document easily, view the case process and all documents related to the current case being linked with each other's.

Cloud flexibility

Allow users to work on a variety of browsers and devices, manage the business remotely, and sync the data across multiple devices (phone, tablet or computer). LCM can be deployed on Premise, Cloud or Hybrid environment.

Automatic/ Manual Alert

Users can configure manual/automated alert of important dates such as verdict issuance date, trial date and more.

Automatic Escalation

Administrator manages permissions and provide the convenient level of security to keep control on the sensitive lawsuits, cases, sub-folders and documents including document expiry, retention date, password and accessibility. The system escalates automatically any delayed task to the manager.

Accessibility and Relations

User can also track the lifecycle of a case, attach and add/remove relations between documents.

Value Proposition

- Deploy robotic data capture and automation technologies to meet business demands and improve legal outcomes.
- Leverage data analytics for a better insight and decision making across the organization.
- Digitize content and optimize AI and machine-learning for investigations, litigation, and regulatory compliance.
- Control archiving, Manage disposition and retention policies with secure tools for dealing with the confidentiality of legal content to reduce risk in the legal hold process.
- Leverage Open Text Content Server capabilities and invests heavily in creating a simple and smart UI with a secure central repository, hence less training required, limit time spent on low-value work, growth and maximum value of business.
- Aggregate content, data, people and tasks within a connected workspaces to automate, accelerate and simplify administrative processes and legal obligations.
- Deploy advanced technologies which allows less manual involvement, paperless environment, and digital transformation.