

8 Pillars Behind Every Successful Law Firm

Transform your legal practice with HighQ.



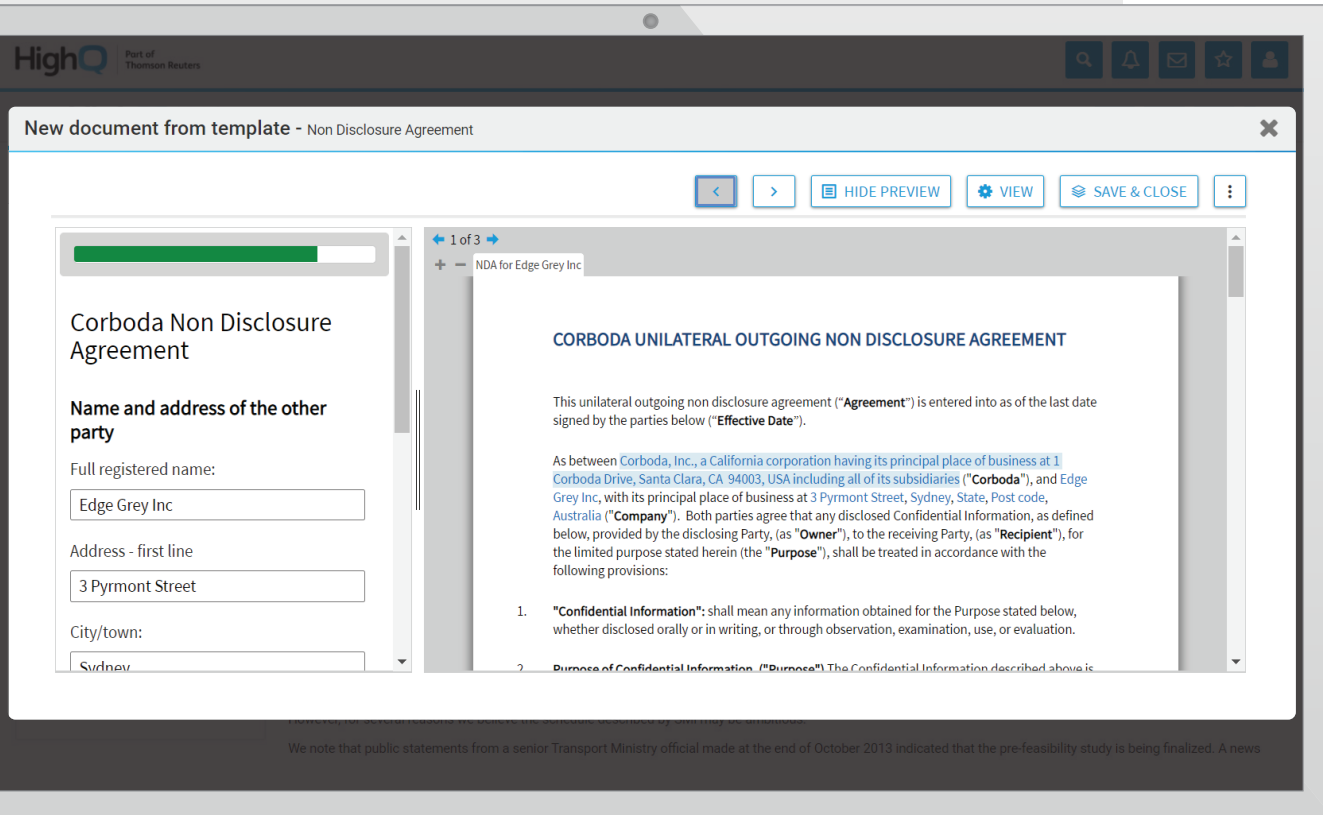


HighQ for law firms

Empower your firm to be more efficient, agile and competitive - working collaboratively with internal colleagues and clients.

HighQ is a secure and cloud-based solution for transforming projects, processes and operations. Connect your teams and improve your ability to serve clients in a meaningful way.

Take performance to new heights today.



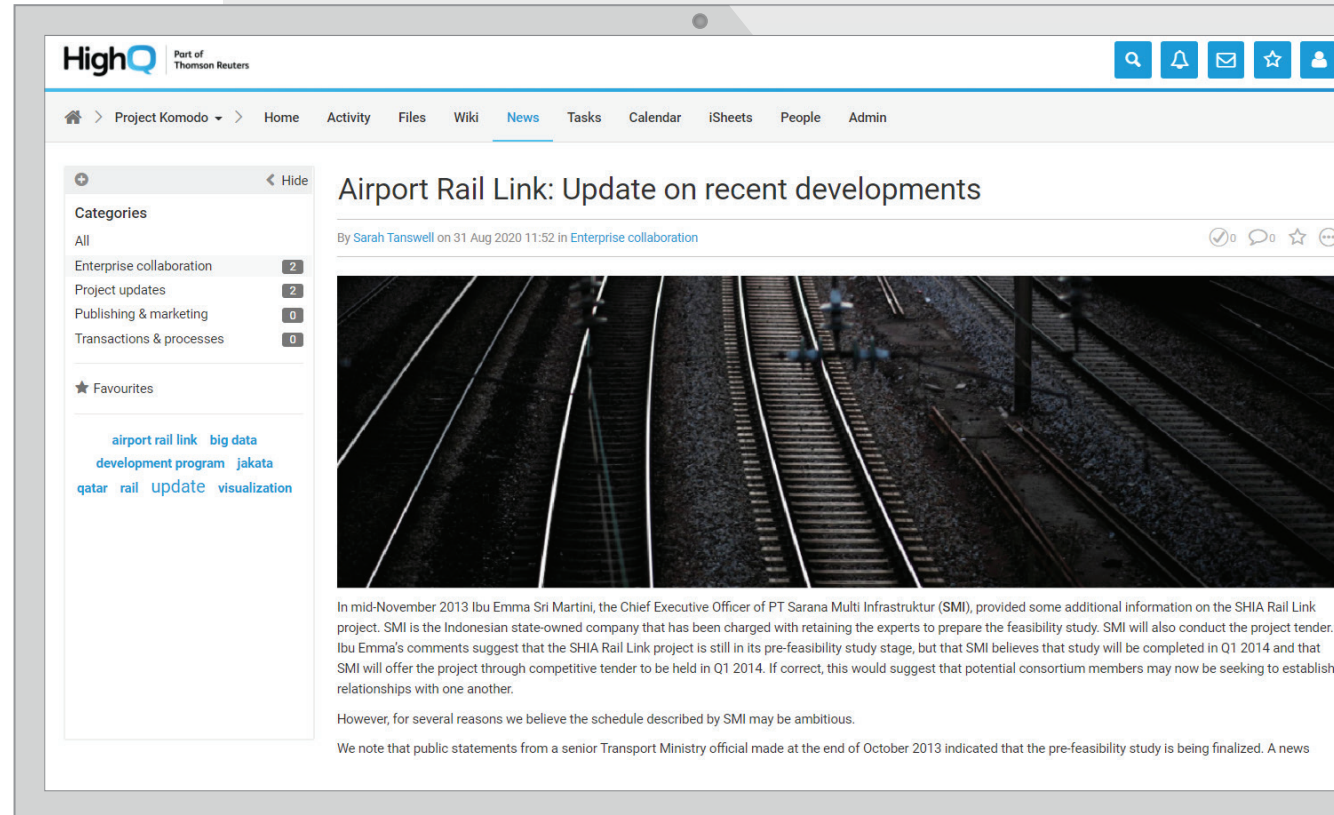
Document collaboration

- ✓ document management
- ✓ document automation
- ✓ version management
- ✓ drafting and negotiation
- ✓ document analysis
- ✓ approval workflow
- ✓ email management



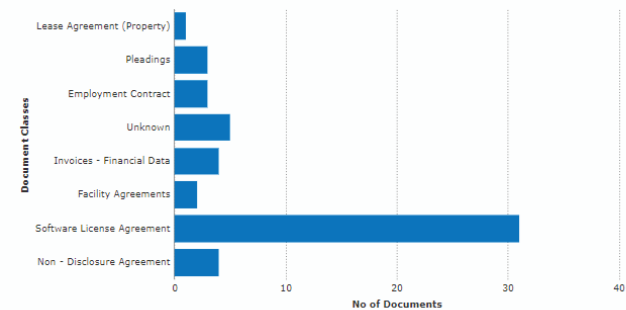
Team collaboration

- ✓ intranet portals
- ✓ team workspaces
- ✓ file share and sync
- ✓ social collaboration
- ✓ content management
- ✓ knowledge sharing
- ✓ online board rooms
- ✓ employee engagement

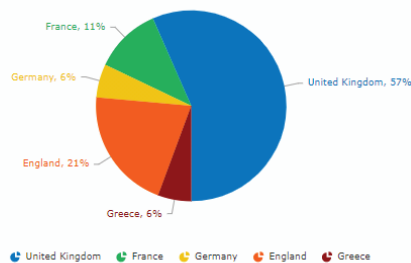


Project Komodo

Document Classes



Document Jurisdiction



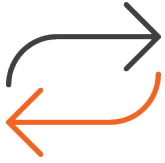
Tasks due

Overdue
Incorporate latest comments and update with new version Legal Review
Due on 30 Aug 2020, Assigned to Carol Taylor



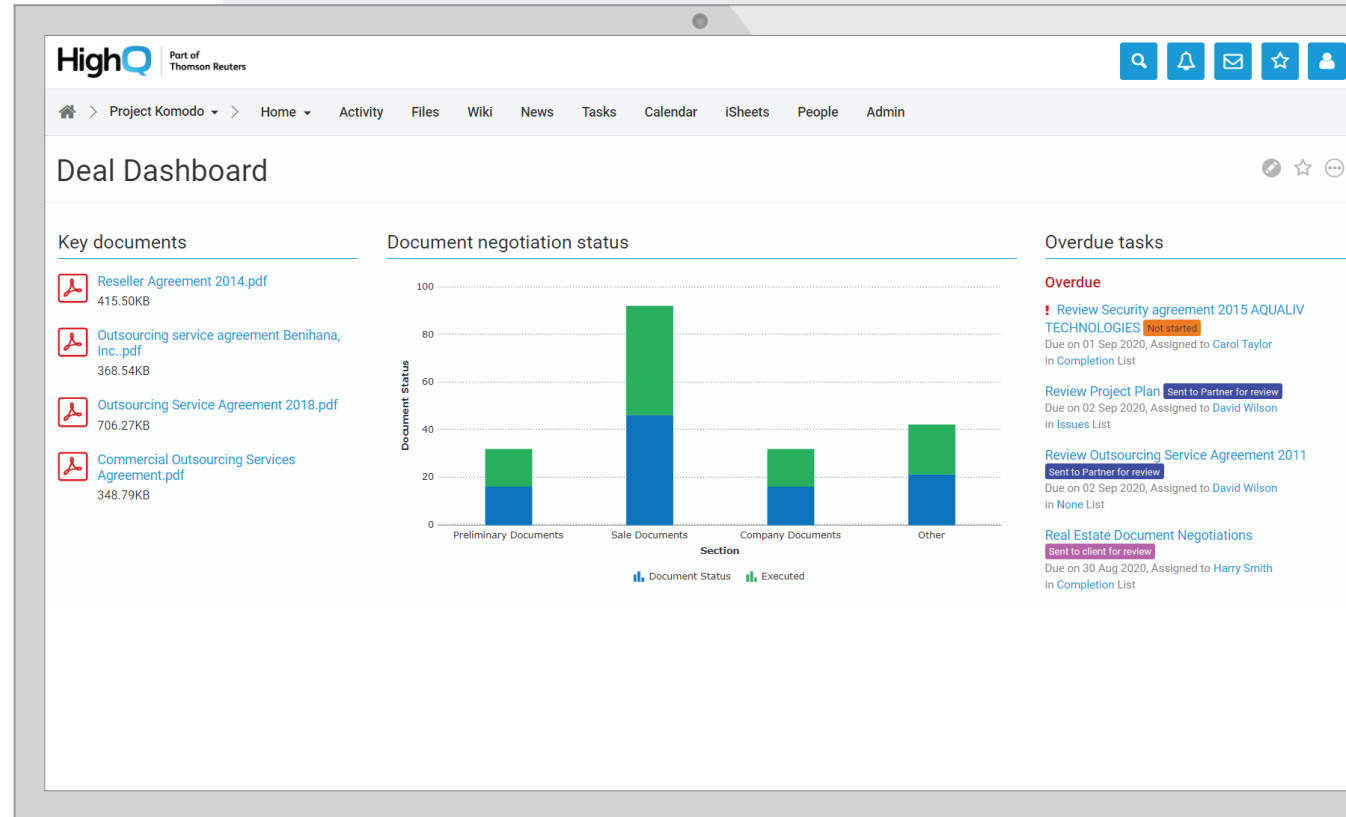
Legal project management

- ✓ agile task management
- ✓ resource management
- ✓ financial dashboards
- ✓ project status reporting
- ✓ team collaboration
- ✓ workflow automation
- ✓ project planning



Transaction management

- ✓ deal rooms
- ✓ virtual data rooms
- ✓ due diligence reviews
- ✓ contract reviews
- ✓ closing checklists



Add List Day Week **Month**

Search by title or location

October 2020

28	29	30	01	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	01
02	03	04	05	06	07	08

Categories

- All
- Case Management Hearing 1
- Client Meeting 1
- Counsel Meeting 3
- Deadline 3
- Trial 1
- Trial Prep 1
- My drafts 0

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
28	29	30	01	02	03	04
			Draft Letter To Otherside	Draft statement of claim File statement of claim		
05	06	07	08	09	10	11
Trial Preparation				+ 12:00 Counsel Meeting		
12	13	14	15	16	17	18
Trial				+ 10:00 Counsel Meeting	Call with Client	
19	20	21	22	23	24	25
Trial				+ 16:00 Counsel Meeting		
26	27	28	29	30	31	01
Trial						



Litigation management

- ✓ document bundle organisation and sharing
- ✓ document analysis and data extraction
- ✓ financial reporting
- ✓ case research, analysis, status tracking
- ✓ calendar management



Compliance management

- ✓ horizon scanning
- ✓ impact assessment
- ✓ compliance advisory
- ✓ lobbying and engagement
- ✓ relationship management
- ✓ internal education

<input type="checkbox"/>	Red Flag	File	Reviewer	Risk	Key Issue?	Key issue under review	Issue Satisfied?
<input type="checkbox"/>	Yes	Non performing loan 2020 Freeday.docx	David Wilson	HIGH	Yes	Financial flag raised on World-Check database	Yes
<input type="checkbox"/>	Yes	Non performing loan 2019 Kriket LLP.docx	Carol Taylor	HIGH	Yes	Money laundering flag on World-Check database	Yes
<input type="checkbox"/>	Yes	Commerical Outsourcing Services Agreement 2020.pdf	Harry Smith	HIGH	Yes	Outstanding fraud investigation by authorities	No
<input type="checkbox"/>	No	Non performing loan 2018 Harbour Corp.docx	Carol Taylor	Low	No		Yes



Property Portfolio - click below



TOTAL AREA
The total area of the property portfolio is
42,505 sq metres

TOTAL RENT
The total property rent is
\$ 1,200,000 per year

VACANT UNITS
The total number of vacant units is **1**



Portfolio management

- ✓ real estate management
- ✓ asset management
- ✓ fund management
- ✓ IP and trademark management



Discover HighQ today.

Find out more at mena.thomsonreuters.com/en/legal-solutions/highq/law-firms.html

