

# Core

## Comprehensive Legal Management Software with Workflow & Task Automation

Everything Legal teams need to manage cases, clients, matters, tasks, documents and much more.

### Case & Matter Management

Manage all Corporate Matters or Litigation Cases at every stage in a smart and agile central software workspace, where users can collaborate with internal and external stakeholders, keep track of legal deadlines and automate reminders sent as emails or notifications.

- [Manage your Corporate Matters and Centralize all Legal Operations](#)
- [Manage your Litigation Cases, Stages, and Hearings](#)
- [Collaborate seamlessly with internal requesters and external advisors](#)

### Client Intake (CRM)

Manage all clients in an easy, searchable database using cloud-based client intake, with the ability to link related matters, tasks, expenses, and legal documents to specific companies or contacts; including leads, partners, and all collaborators or concerned parties – whether internal or external.

- [Manage all your contacts](#)
- [Categorize, Filter, and Extract Data](#)
- [Facilitate & Speed up Client Intake](#)

### Task & Workflow Automation

Increase compliance between teams, and design your own workflows that streamline your operations, increase visibility and transparency, and ultimately result in a more productive and efficient unit.

- [Manage and assign tasks](#)
- [Configure every aspect of the software to streamline workflows](#)
- [Save time, automate repetitive tasks, and increase compliance](#)

### Dashboards & Custom Metrics

Generate reports & KPIs and track custom metrics on single-view dashboards illustrating progress on all fronts including; productivity, finances, and virtually any custom metric users wish to track. Monitor closely and make better tactical and strategic business decisions.

- [Full visibility of performance and progress via dashboards](#)
- [Monitor your team's performance using Kanban boards](#)
- [Generate and customize your own reports](#)

### Time Billing & Accounting

Track time and manage all transactions with a powerful billing module that allows users to create time entries, generate highly customizable electronic invoices, process payments, perform bank reconciliation, measure performance, integrate with other accounting apps, and more.

- [Invoice Generation, Record Payments, Customize Invoice Templates](#)
- [Create & Track Time Logs with an embedded timer; billable & non-billable](#)
- [Manage Trust Accounts](#)

### Central Secure Repository

Manage, archive, and link all files and documents to their related cases, matters, contacts, and more using our advanced document management software. Enjoy unlimited data storage, configurable roles or permissions, and a user-friendly, searchable interface.

- [Store and Manage Digital Archives](#)
- [Access, Edit, and Link Documents](#)
- [Generate Documents from your own templates](#)