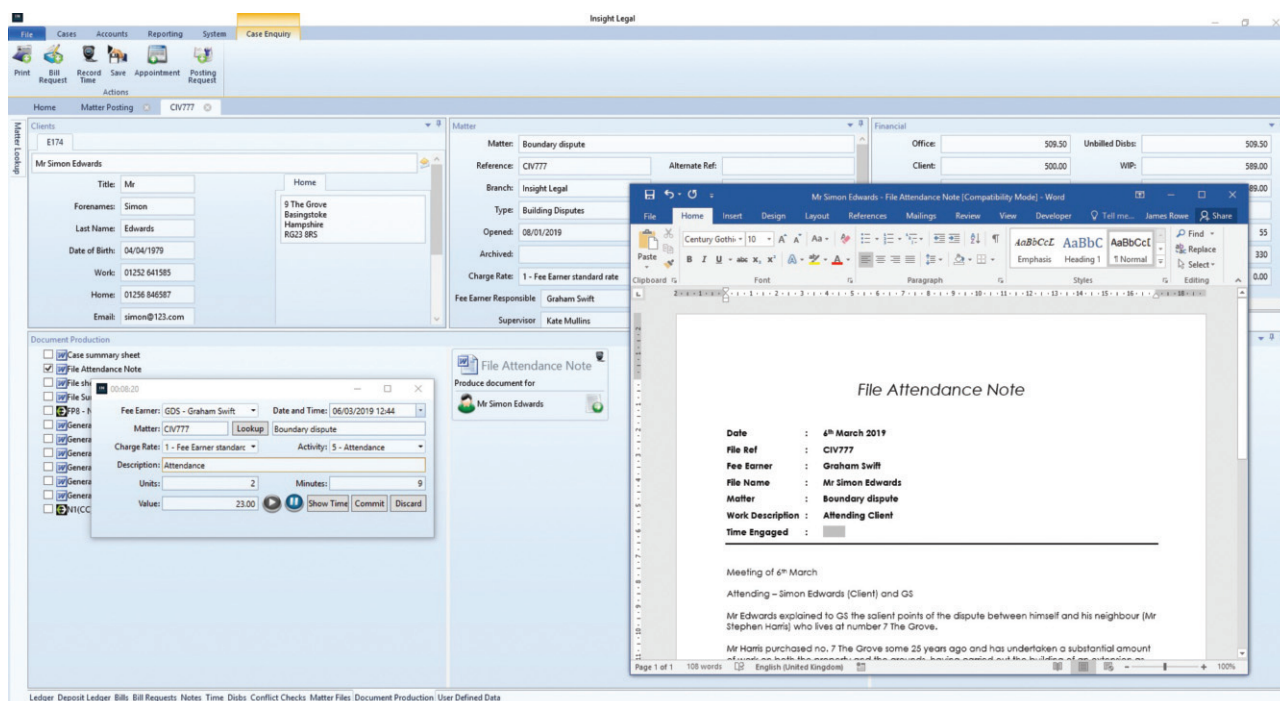


INSIGHT LEGAL CASE MANAGEMENT EFFICIENT, EFFECTIVE, FLEXIBLE

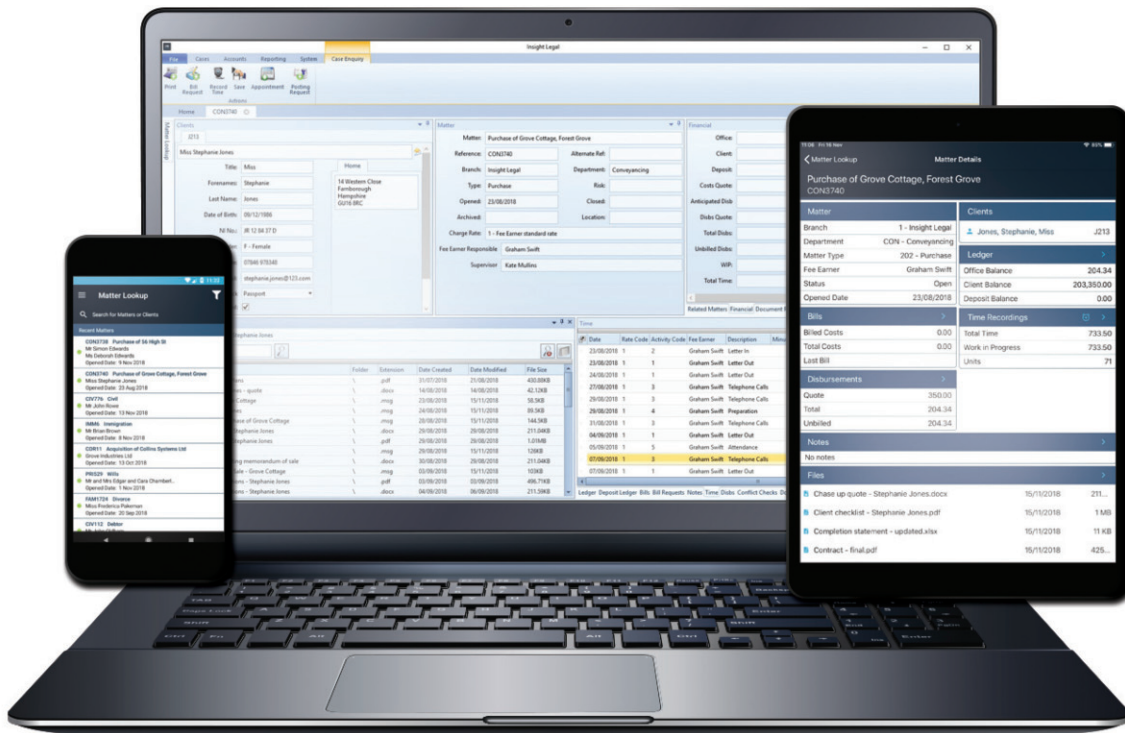


When we talk about case management, we mean giving fee earners and support staff the tools to manage their cases in the most efficient way possible.

Insight Legal provides the functionality to enable staff to run their matters, without being too prescriptive.

Manage your cases efficiently by streamlining many of the processes that take up unnecessary time.

- Create and maintain a consistent 'house style' with the use of template documents
- Ensure the smooth running of your cases with custom case steps and milestones
- Benefit from a system that mirrors your firm's processes and guides staff through their work
- Manage all your matter-related correspondence in one location with easy filing and storage
- Work seamlessly with Microsoft Office™ to integrate emails and calendars
- Maximise staff efficiencies with automatic time recording alongside document creation



INSIGHT LEGAL CASE MANAGEMENT GIVES YOU BOTH FLEXIBILITY AND CONTROL

- Maximise efficiency by storing all case-related information centrally, alongside a full matter document history and the financial ledger too
- Maintain a complete electronic case file including all documents, emails and other attachments sent and received
- Ensure consistency in all your correspondence by maintaining your own library of custom templates and precedents
- Increase staff productivity by automating tasks such as time recording alongside your production of letters and documentation
- Enjoy the benefits of a system that can be customised entirely to your firm's requirements, with the addition of your own custom fields for use on cases and in documents
- Manage your business relationships with the use of a central contacts database and a customer address book for each matter file
- Enhance your current working processes with our full integration of Microsoft Outlook™ for sending, receiving and attaching emails, as well as creating diary appointments
- Keep information at your fingertips with our mobile app, enabling you to access and review your cases on the move



The Institute of
Legal Finance
& Management

Winners of the ILFM Solicitors' Software Users Award 2016, 2017 & 2018

The software choice for over 700 law firms, Insight Legal offers the very best in efficient, effective, time saving management tools.

Offices in; Farnborough, Belfast & Glasgow

E: info@insightlegal.co.uk
T: 01252 518939
www.insightlegal.co.uk



Practice
Management



Legal
Accounts



Case
Management