SimpleMatters

Manage your legal work to achieve strategic business objectives and improved outcomes

SimpleLegal's easy-to-use matter management - called SimpleMatters - enables legal departments to effectively and efficiently manage both their internal and external legal work. From the smallest details to critical information, SimpleLegal centralizes all matter-related information into one robust system. This simplifies the way in-house legal teams operate and complete their daily tasks.

Bring clarity to the matter lifecycle

With complete clarity into the matter lifecycle, legal teams know which matters are core to the business, which are high risk, which are routine, and if the right people are doing the right work. The result? Better decisions which lead to improved outcomes.

SimpleLegal's matter management transforms the legal department from a cost center into a better business partner, and allows them to:

Drive business objectives
Align legal work and spend to the strategic objectives of the business to make a bigger impact

Make better decisions
Measure internal workload and external performance to make the right staffing and vendor selection decisions to get the most value from legal spend

Centralize data
Keep all matter information for all practice areas in one place so that the legal team can more easily manage the entire matter portfolio

Empower legal operations
Create and enforce a standardized process and workflow for matter intake and management

Streamline collaboration
Work more efficiently with internal team members, enhance relationships, reduce costs, and enable better outcomes

Discover powerful insights
Advanced reporting capabilities provide immediate and accurate insights, making it easy to identify trends, uncover issues, and proactively mitigate risk

Features that let you accomplish more

Providing a unified platform for effective matter management, SimpleLegal makes it possible for legal departments of all sizes to increase collaboration, enforce process controls, and deliver more value.

Here are a few key features that help achieve success:

- **Matter templates**
  Guide users in creating matters the correct way through configurable templates for different practice areas, reducing unnecessary data entry

- **Legal requests**
  Simplify the matter intake process by allowing the legal team and other departments to request legal services

- **Matter inventory report**
  Get an overview of all open, closed, and pending matter counts and monitor matter volume for insight into department productivity and workload

- **Matter attributes**
  Track important information for different practice areas using an unlimited number of custom attributes and easily measure matter complexity, strategic value, or risk in real-time

- **Contacts**
  Keep track of the people involved in your matters and in what capacity, and easily assign them to multiple matters

- **Document management**
  Easily manage all of your matter documents and files from within one system, and enable your team to access them any time, from anywhere

- **Matter reviews**
  Set-up approval workflows for matters that meet certain criteria to ensure they have approval before being worked on

- **Task management**
  Manage matter tasks to ensure that your team is working towards the same goal to foster cohesion, minimize obstacles, and maximize success

- **Event management**
  Track and manage key events and dates related to their matters, such as court dates, filing deadlines, and depositions to avoid missing deadlines
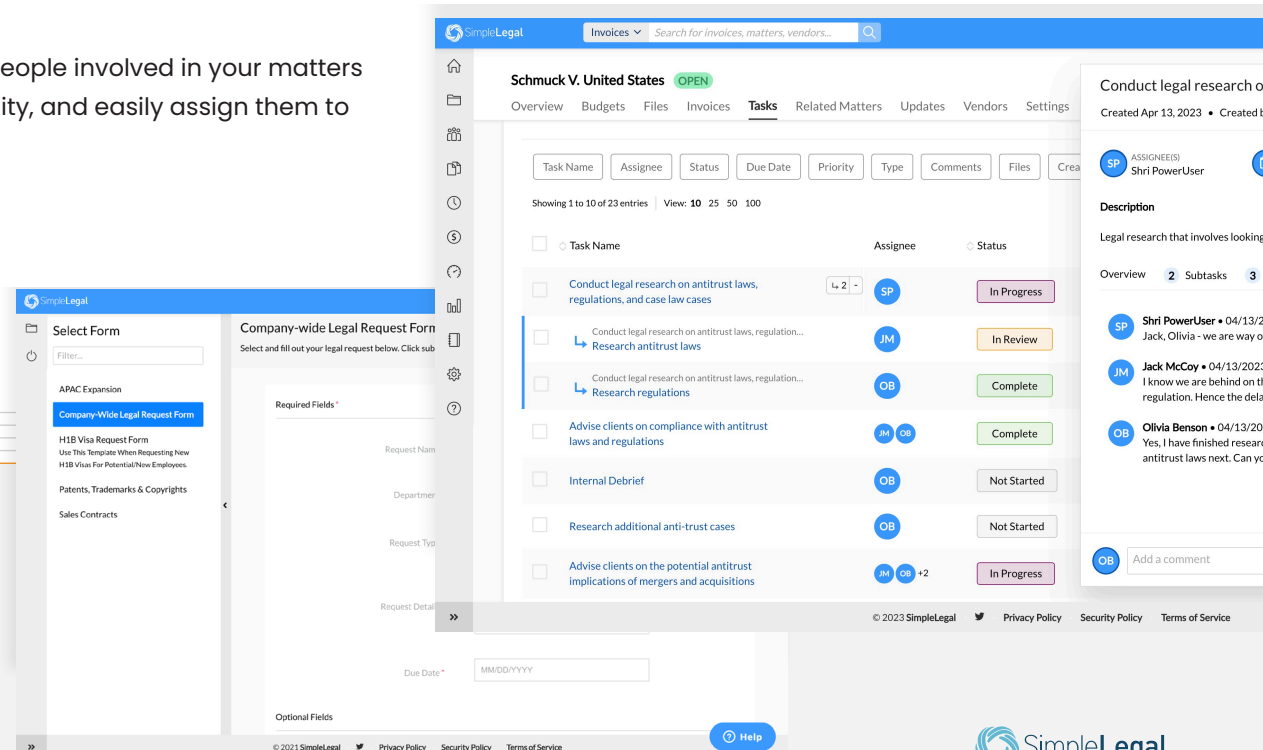
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