

## **Annex A**

### **COREMATTER**

As a winner of the 2014 Microsoft Worldwide Finalist Award for Cloud Excellence, CoreMatter is a complete web-based Legal Accounting and Practice Management Solution. It allows users to access their clients' matters anywhere, anytime, including from their mobile devices. Billing is easy and seamless, captured into a full accounting system which is catered for legal-centric accounting practices. It has a world-class user-interface that provides for an excellent user experience, as compared to many common accounting software for the law firms today. It is easy to use, utilises the digital matter-centric workspace concept and is very affordable for small and medium law firms.

### **LEXIS NEXIS: PRACTICAL GUIDANCE CONTENT WORKFLOW SOLUTION AND LEXIS AFFINITY PRACTICE MANAGEMENT TECHNOLOGY SOLUTION**

#### **1. PRACTICAL GUIDANCE CONTENT WORKFLOW SOLUTION**

Lexis® Practical Guidance is an online workflow-based solution that provides lawyers with the know-how and step-by-step guidance to their daily legal matters which significantly reduces the time spent researching and preparing a matter.

Key Features:

- Fast, easy and trusted solution for practical legal tools & seamless research.
- Practitioners can quickly source comprehensive and relevant content required for day-to-day practice, all in the one place.
- Expert authorship, combined with timely content updates, provide quality content at exceptional value.
- Each Practical Guidance module provides the essential resources ensuring comprehensive coverage of a specific practice area, with access to a large library of:
  - Overviews and guidance notes
  - Precedents and forms
  - Checklists
  - Relevant cases and commentary from trusted LexisNexis publications
- Practice with confidence as you rely on LexisNexis trusted authorship: with content from over 150 specialist authors. Understand the practical implications through the eyes of an expert, to have confidence in every matter.

#### **2. LEXIS AFFINITY PRACTICE MANAGEMENT TECHNOLOGY SOLUTION**

Flexible and easy to use, Lexis Affinity streamlines everyday work processes into a single system to provide a secure working environment and transparency of business performance, satisfying the needs of the whole practice. By adopting Lexis Affinity, a law firm is able to:

- Manage and monitor performance using flexible analysis tools and reports. Track and manage performance and profitability across the whole firm.

- Streamline administrative processes across the whole firm. Automate administrative tasks to improve efficiency.
- Improve efficiency of legal processes using workflow. Integrate client, contact and matter information into a single system.
- Set up each step in the workflow templates to prompt staff to enter fees or cause a fee entry to be generated automatically as each task is completed. This ensures all costs and revenues are captured and accounted for.
- Improve responsiveness using Affinity portal to keep in touch with clients and matters even when you are mobile. Record time and fees and easily find key client contact and matter details while on the move.

### **CLIO**

Clio is an easy-to-use and powerful cloud-based law practice management software which offers all lawyers need to run a law practice from client intake to invoice, with powerful features to manage cases, clients, documents, bills, appointments, time-tracking, reporting, and accounting. Users are able to operate quickly and efficiently as everything is accessible in one software. Clio also integrates with accounting software like Xero to streamline users' billing and accounting processes. Aside from the Web application, Clio's mobile app enables lawyers to access information from their portable devices, and the Clio Connect application enables lawyers to offer a secure portal to share documents, tasks and events with their clients. Clio is suitable even for the less tech savvy.

### **INTELLEX**

INTELLEX is an online work space for lawyers. It seeks to let lawyers effectively harness untapped sources of knowledge through its two main products – STACKS and SOURCE. STACKS is a knowledge management system for lawyers to organize, retrieve and share their information. STACKS helps a lawyer build a personal knowledge library and allows a law firm to consolidate its intellectual capital. SOURCE is an A.I. powered search engine which allows lawyers to access a composite database of cases, commentaries and regulatory materials across jurisdictions on one platform. Using SOURCE and STACKS, lawyers can sharpen their work processes to make better use of their time and deliver better value to clients.

### **ASIA LAW NETWORK**

Asia Law Network's core mission is access to justice. Founded in 2014, they work to help law firms establish their online presence using easy-to-use technology and to match them with the right individuals and businesses who require their services. Law firms and lawyers can publicise their services to potential clients who can easily find and get in touch with the right legal help. In doing so, AsiaLawNetwork reduces much of the difficulty in researching for and getting in touch with legal help that many individuals and businesses now face. AsiaLawNetwork.com already has a database of over 2,500 lawyers which includes 24% of lawyers in Singapore (and more in the region) with plans to increase its coverage and improve its solutions even further.