

# LEGAL SOLUTIONS SUITE

## TAKE A SMARTER APPROACH TO LEGAL SPENDING AND MATTER MANAGEMENT



**CSC**

# MANAGE YOUR PROGRAM WISELY

CSC

Improve Decisions  
Related to Outside  
Counsel

Ensure Compliance  
with Your Fee Guidelines

Enhance Collaboration  
on Case Planning and  
Strategy

Analyze Overall Trends  
and Individual Law Firm  
Performance

Standardize Practices  
and Increase Efficiency

## A SMARTER APPROACH: LEGAL SOLUTIONS SUITE

Corporate legal teams and claims departments like yours are under pressure to do more with less. With both outside legal costs and caseloads on the rise, you can no longer simply focus on getting the best possible outcomes. You need a smarter approach to legal spending and matter management.

CSC's Legal Solutions Suite® software helps you simplify the billing process, analyze legal expenses, document law firm performance and create a collaborative electronic workspace for budgeting, planning and strategy. It keeps you better informed throughout the management of cases, from initial assignment through resolution, and helps you identify firms that consistently deliver the best results.

Developed by legal professionals and supported by one of the world's leading information technology firms, Legal Solutions Suite is more than just a software tool. It helps organizations like yours create a highly efficient, end-to-end legal management process. Its three major components — Legal e-Bill, Legal Bill Analyzer and Legal Matter Manager — work together as a suite of products, or they can be used individually to integrate with your existing case, claims and accounting systems.

### Legal Solutions Suite supports:

- Case planning and strategy
- Budgeting and staffing
- Document management
- Law firm profiles and performance evaluation
- Bill auditing and trend analysis
- Receipt handling
- Electronic invoicing and multiple submission formats.

# IMPROVE YOUR RELATIONSHIPS

## ACCELERATE BILL REVIEW AND APPROVAL

Installed on your system or hosted by CSC, Legal Solutions Suite has been proven to help lower outside attorney expenses, but it doesn't focus solely on controlling costs.

It gives your outside law firms an easy-to-use electronic process for submitting invoices, and it helps both your organization and your law firms track and manage assignments, budgets, documents, legal strategy and case milestones.

Legal Solutions Suite helps ensure that your company only pays what you owe based on your fee guidelines. And by automating your processes, you'll spend less time on billing issues and more time collaborating on your cases.

Legal Solutions Suite accelerates the bill review process, allowing your organization to pay invoices faster. Many companies, for example, have cut the standard turnaround time from 45 to 30 days. What better way to improve relationships than by ensuring outside law firms are paid on a fast and predictable basis?





### Legal e-Bill supports:

- Individual or batched invoicing
- Multiple ways for law firms to submit bills
- Integration with existing matter management or accounts payable systems.

### Legal Bill Analyzer supports:

- Customizable workflow — from compliance alerts generated by the system to an in-depth analysis of invoices
- Online tools to improve communication and rapidly resolve billing issues.

## USED BY MORE THAN 7,000 LAW FIRMS

More than 7,000 law firms are submitting invoices with CSC's Legal e-Bill component, making it one of the most widely used platforms in the industry. Legal e-Bill provides a secure, Internet-based portal for submitting legal bills to your organization.

The software features a rules engine that is easily customized to your organization's billing guidelines and business practices. Law firms perform a self-review of their invoices during the submission process and immediately see errors or areas requiring clarification.

Once invoices are submitted, law firms can check the status of pending payments online, eliminating most of the telephone calls and e-mails associated with pending payments.

## LOWER YOUR LEGAL EXPENSES

Can you easily identify duplicate charges across multiple invoices? Can you tell when senior attorneys are charging you for tasks that should have been performed by paralegals? Are your firms overbilling you for the time they spend in status conferences?

It's hard to expose these details when your case managers and claims personnel must wade through stacks of paper invoices. CSC's Legal Bill Analyzer lets you automate all or parts of the bill review process. It features an intelligent rules engine with more than 200 rules that can be easily customized to your billing guidelines.

Organizations have reduced their legal expenses 8 percent to 15 percent using Legal Bill Analyzer. Many credit savings to the "sentinel effect" of enhanced monitoring, which encourages outside law firms to check their work more closely.



# HELP YOUR TEAM ANALYZE COSTS AND TRENDS

## SEE ISSUES CLEARLY WITH BUSINESS ANALYTICS

Your staff will get access to a wealth of information on law firm charges, utilization and itemized expenses. CSC's Business Analytics component helps you gain insight from that data, which helps you make timely and informed business decisions. It also equips you with the facts to help renegotiate fee agreements with outside attorneys.

Business Analytics includes a combination of mature metadata, ad hoc and real-time reporting for all levels of an organization that use Legal Solutions Suite. It provides the ability to take complex data and transform it into easy-to-read dashboards on the status of your cases and legal expenses.



### Business Analytics includes:

- Base reports
- Ad hoc capabilities
- Dashboard templates and implementation
- Repository access
- Business intelligence consulting and education.





# COLLABORATE FREELY OVER LEGAL MATTERS

The Legal Matter Manager component gives your outside counsel and case managers immediate access to information needed to evaluate the strengths and weaknesses of a case.

Electronic tools promote best practices in staffing, budgeting, strategy, monitoring and evaluation to ensure the proper disposition of legal matters. In a secure, collaborative workspace accessed over the Web, your organization and outside counsel share all relevant documents in an indexed, searchable database.

Incoming legal bills are automatically compared to budget, settlement negotiations are monitored, and automated alerts remind case managers of key deadlines. Customizable reports let you quickly identify trends.

The software's end-of-case evaluation feature lets you develop report cards on law firms and individual lawyers — using your own performance criteria. You can gather insightful performance-based metrics that extend beyond win-loss ratios and affect decisions about future assignments.

## **Legal Matter Manager includes:**

- Electronic assignments based on counsel specialization, venue and performance ratings
- Planning, reports and performance evaluation based on your criteria
- Budgeting at global, phase, task or activity level and automated monitoring of incoming expenses
- Document management
- Notes, calendar and automated alerts, reminding case managers of key deadlines
- Lawyer profiles/biographies.

# MAKE SMARTER DECISIONS TO IMPROVE YOUR OUTCOMES

Legal Solutions Suite helps your legal team assess cases quickly and make better decisions about when to settle and when to go to trial. It improves the efficiency of the entire legal management process and helps you match the right lawyer with the right case – ensuring the best outcomes for your legal matters.

For more information about CSC's Legal Solutions Suite, call **800.345.7672** or e-mail [inforequests@csc.com](mailto:inforequests@csc.com).

## GET COMPREHENSIVE LEGAL MANAGEMENT SERVICES

CSC has reviewed billions of dollars in legal fees for corporations, insurers, banks, financial institutions and government agencies. Our staff of experienced attorneys, claims and legal professionals, and risk managers can provide you with a full array of services:

- Legal bill review
- Legal efficiency review
- Audits
- Bankruptcy fee consulting
- Expert opinion and testimony
- Training and guideline development



## Join an Industry-Leading Customer Community

- Active Users Involved in Product Enhancement
- Online Social Network with CSC Developers for 24x7 Collaboration
- Annual Conference and Users' Group Meetings

**CSC**



**BUSINESS SOLUTIONS  
TECHNOLOGY  
OUTSOURCING**

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## **ABOUT CSC**

The mission of CSC is to be a global leader in providing technology enabled business solutions and services.

With the broadest range of capabilities, CSC offers clients the solutions they need to manage complexity, focus on core businesses, collaborate with partners and clients, and improve operations.

CSC makes a special point of understanding its clients and provides experts with real-world experience to work with them. CSC is vendor-independent, delivering solutions that best meet each client's unique requirements.

For more than 45 years, clients in industries and governments worldwide have trusted CSC with their business process and information systems outsourcing, systems integration and consulting needs.

The company trades on the New York Stock Exchange under the symbol "CSC."

## **ABOUT CSC IN FINANCIAL SERVICES**

CSC provides mission-critical business solutions, consulting and outsourcing services to leading financial services firms around the world.

We bring more choices to the industry. We help clients plan for business and technology change. We create software, tools and processes to address specific business needs, and we continually enhance those solutions by collaborating with an extensive network of client communities and technology partners.

Our global outsourcing operations give us real-world insight into business and IT processes that deliver the best results for our clients. More than 1,200 major banks, insurers, and investment management and securities firms rely on the experience, ingenuity and leadership of more than 10,000 CSC employees focused on financial services.

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