

MEETING THE CHALLENGES OF LEGAL DEPARTMENTS HEAD ON



DESIGNED BY YOU. BUILT FOR YOU.

Created by lawyers for lawyers, Serengeti Tracker gives you one shared online platform, allowing in-house counsel and external law firms to easily co-ordinate on legal projects and deadlines, exchange bills and budgets, collaborate on documents, and run performance reports.

The result? Increased efficiency, lower costs.

SERENGETI



THOMSON REUTERS™

MEETING THE CHALLENGES OF LEGAL DEPARTMENTS HEAD ON

▶ ELECTRONIC BILLING

Process electronic invoices in any format (LEDES, Microsoft® Word, Adobe® PDF) from 100% of your firms — small and large, local and international.

INVOICE AUDITING

- Enforce timekeeper rates, expense compliance, and other billing guidelines

APPROVAL ROUTING

- Auto-route to preset approvers; add reviewers on an ad hoc basis

OVER-BUDGET SPENDING ALERTS

- By month, fiscal year, life of matter, or phase

CURRENCY CONVERSION & TAX

- Amounts displayed in your preferred currency
- Individual tracking for international and local taxes

INVOICE DATA TRANSFER TO AP

- Configurable fields for extract to accounts payable
- Web Services-enabled for automatic data transfer

▶ MATTER & IP MANAGEMENT

Track just the information you need, collected at the source and organised for quick retrieval.

DASHBOARD

- Case developments, alerts and upcoming deadlines

CUSTOMISABLE TEMPLATES

- Customise information tracked for different types of legal projects
- IP specific fields for filing dates, inventors, status, updates etc.

ENFORCEMENT OF REQUIREMENTS

- Firm notified that bill will not be processed until required budget, status update, etc. is provided

STATUS REPORTING

- Optional or required — captures key developments from external law firms on a monthly or quarterly basis

CALENDARING

- Automated email reminders; integration with Outlook® and Lotus Notes®• Web Services-enabled for automatic data transfer
- Master calendar for individuals/practice groups

RESULTS

- Track matter outcome, duration, predictive accuracy, and lessons learned

EVALUATIONS

- Evaluate and compare performance of external law firms

▶ CONTRACT & DOCUMENT MANAGEMENT

Manage all of your documents and contacts in a secure, online workspace.

FILEZONE

- Pull documents and files directly from desktop into Serengeti Tracker matters

KEY INFORMATION ABOUT CONTRACTS

- Store drafts, notices, correspondence and amendments
- Collect data about third parties, terms, renewals, etc.

DATES & EVENTS NOTIFICATION

- Set notifications for key dates and events, such as renewals and deadlines

► BUDGETING & ACCRUALS

Use budgeting and unbilled time reporting to capture spending estimates directly from your firms.

LAW FIRM BUDGETS

- If required budget is overdue, firm's bills are held
- Automatic spending-to-budget comparisons

PHASED OR FISCAL YEAR

- Budget by time period or litigation/IP phase

DEPARTMENTAL BUDGET

- Roll up project budgets and spending into internal budget
- Quick reforecasting for unanticipated events

ACCRUALS FOR UNBILLED TIME

- Firms input unbilled time and estimated spending

► REPORTING & TRENDING

Produce reports that analyse budgets and spending, summarise key information, and identify developing trends.

REPORT GENERATOR

- Generate hundreds of reports with easy-to-use filters
- One-click drill-down reporting for additional detail
- Trend analysis showing changes over time

CUSTOM EXPORTS

- Fully customisable exports for presentations, graphs, etc.

"MY REPORTS"

- Save criteria for quick generation of periodic reports

► SERVICE OF PROCESS

Automatically retrieve and route S.O.P. documents and information directly into your matters.

AUTOMATED DOWNLOAD

- Data retrieved directly from your registered agents

INTAKE

- Automatic routing to existing matter or delivery to new matter

AUTO-ASSIGNMENT AND CALENDARING

- Assign documents to responsible user, including deadline alerts

► INTERNAL TIME ALLOCATION

Capture internal legal costs to assess department performance.

QUICK CAPTURE

- Input time by hour or percentage

REPORTING

- Compare external versus internal cost; allocate to business units

Thomson Reuters is the world's leading source of intelligent information for businesses and professionals. We combine industry expertise with innovative technology to deliver critical information to leading decision makers in the financial, legal, tax and accounting, scientific, healthcare and media markets, powered by the world's most trusted news organisation. With headquarters in New York and major operations in London and Eagan, Minn. Thomson Reuters employs more than 50,000 people in 93 countries. Thomson Reuters shares are listed on the New York Stock Exchange, Toronto Stock Exchange, London Stock Exchange and Nasdaq. For more information, go to www.thomsonreuters.com

**For more information or
to arrange a demonstration:**

serengetilaw.com

020 7393 7447

serengeti.uk@thomsonreuters.com

SERENGETI



THOMSON REUTERS™