SERENGETI
FEATURES LIST

Serengeti organizes your key information in a secure, online workspace that is shared with outside counsel. All of the features necessary to manage legal projects (spending, budgets, documents, and deadlines) are included.

ELECTRONIC BILLING ▶

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

INVOICE AUDITING	· Enforce timekeeper rates, expense compliance, and other billing guidelines
APPROVAL ROUTING	· Auto-route to preset approvers; add reviewers ad hoc
OVER-BUDGET SPENDING ALERTS	· For month, fiscal year, life of matter, or phase
CURRENCY CONVERSION & TAX	· Amounts displayed in user's preferred currency · Foreign and domestic taxes tracked separately
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 organized for quick retrieval.

DASHBOARD	· Alerts of case developments and upcoming deadlines
CUSTOMIZABLE TEMPLATES	· Customize information tracked for different types of legal projects · FAS 5 loss contingency tracking · IP specific fields for filing dates, inventors, status, 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 outside counsel on a monthly or quarterly basis
RESULTS	· Track matter outcome, duration, predictive accuracy, and lessons learned
EVALUATIONS	· Evaluate and compare performance of outside counsel

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CONTRACT & DOCUMENT MANAGEMENT ▶

Manage all of your documents and contacts online with one collaborative system.

FILEZONE	• Pull documents, files, and emails directly from desktop or network into Serengeti matters
KEY INFORMATION ABOUT CONTRACTS	• Store drafts, notices, correspondence, and amendments • Collect data about 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 analyze budgets and spending, summarize key information, and identify developing trends.

REPORT GENERATOR	• 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 customizable exports for presentations, graphs, etc.
"MY REPORTS"	• Save criteria for quick generation of periodic reports

SERENGETI INTELLIGENCE™ ▶

Configurable individual and peer benchmarking tool with real rate data

RATE EVALUATOR	• Compare and contrast the true impact of proposed rates before entering negotiations with your firms
ANALYTICS	• Reveal how client relationships have evolved and expose areas that need attention • Leverage current market rate trends based on real - not stale - statistics
TIMEKEEPER RATE REVIEW	• Easily review, adjust, and approve the proposed billing rates from a law firm on a single page, including historical data

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 of week
REPORTING	• Compare outside versus internal cost; allocate to business units

**To learn more, please contact your representative at 888-736-9587.
Or visit serengetilaw.com**

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