Automating Legal

4 ways to free-up your legal team for a more strategic role

UiPath Reboot Work.™

Mastering a complex and evolving statutory landscape. Providing clients with the best legal advice. Focusing on strategy. That's what legal firms and departments want to do.

Highly skilled legal pros don't want to spend time poring over files and wading through seas of information to locate the details that can make a difference. They don't want to spend their days transferring data from one system to another.

That's why automation and software robots are such great additions to a legal team. They can reduce the time needed to respond to new case requests. They can help resolve cases faster. And they can lower the cost and errors related to detailed, data-intensive legal work. **With automation, legal employees save time—and they're happier in their jobs.** Best of all, they're free to do better, more creative, more innovative work.

Let's take a look.

# 1. Contract management: streamlining compliance, lowering risk

Getting a finalized contract over the finish line is a big job. But after all the parties sign on the dotted line, the work is just starting.

There's a lot of third-party paper to process. And **someone gets the task of finding and extracting relevant information from all the documentation and entering it into a contract lifecycle management (CLM) system.** Then there's ongoing compliance monitoring. Any slip-ups can expose an organization, its clients, or its partners to risk.
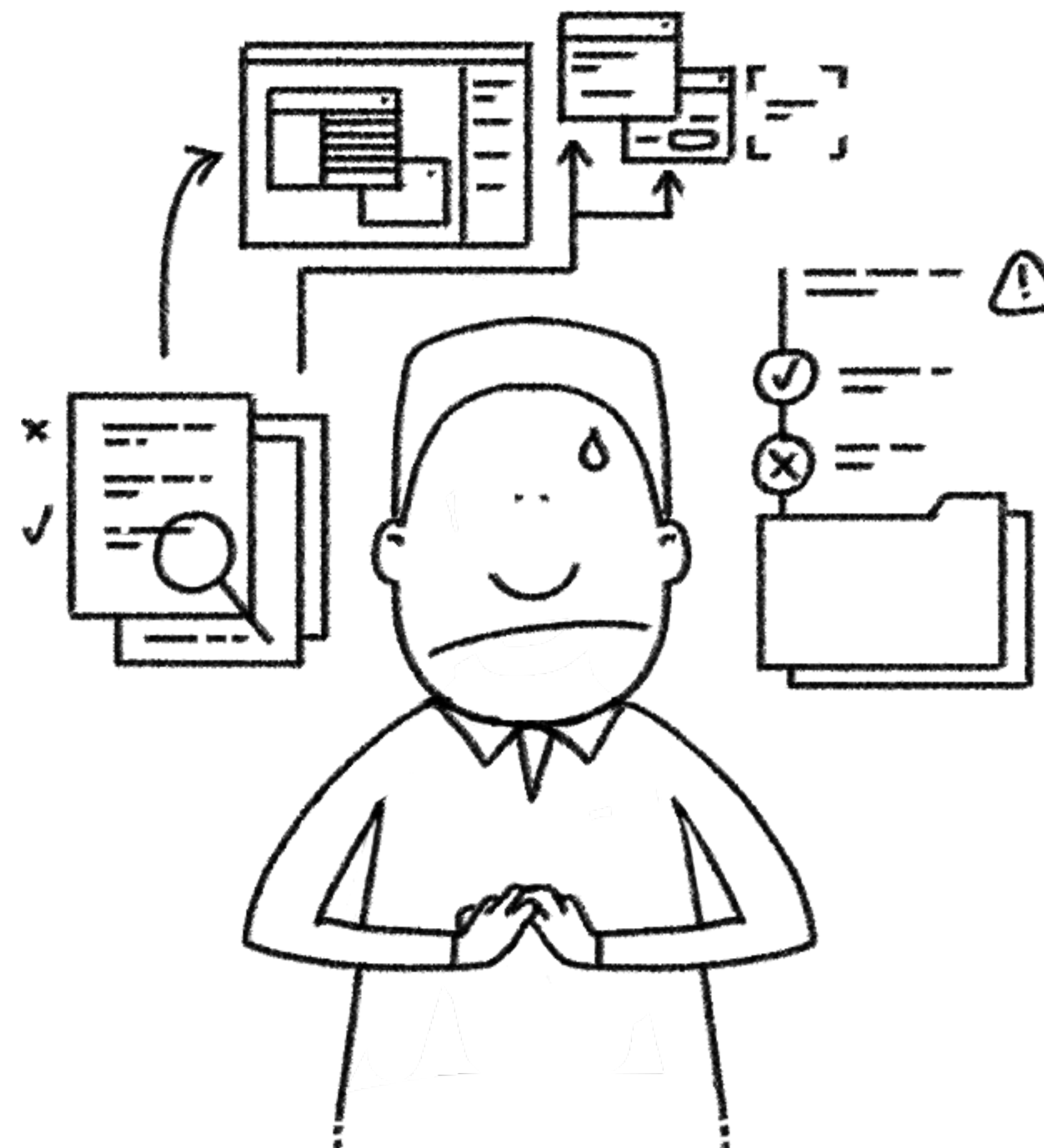
In contract management, the details matter. And software robots are ideally suited to helping legal teams stay in compliance. With optical character recognition (OCR) and artificial intelligence (AI), software robots can extract and enter the relevant data into a CLM system—which frees staff to tackle more important jobs. And robots can even parse contract documents to identify changes and accept or reject them based on predefined parameters.

Legal pros want to focus on providing counsel and devising strategy. With automation, they can.
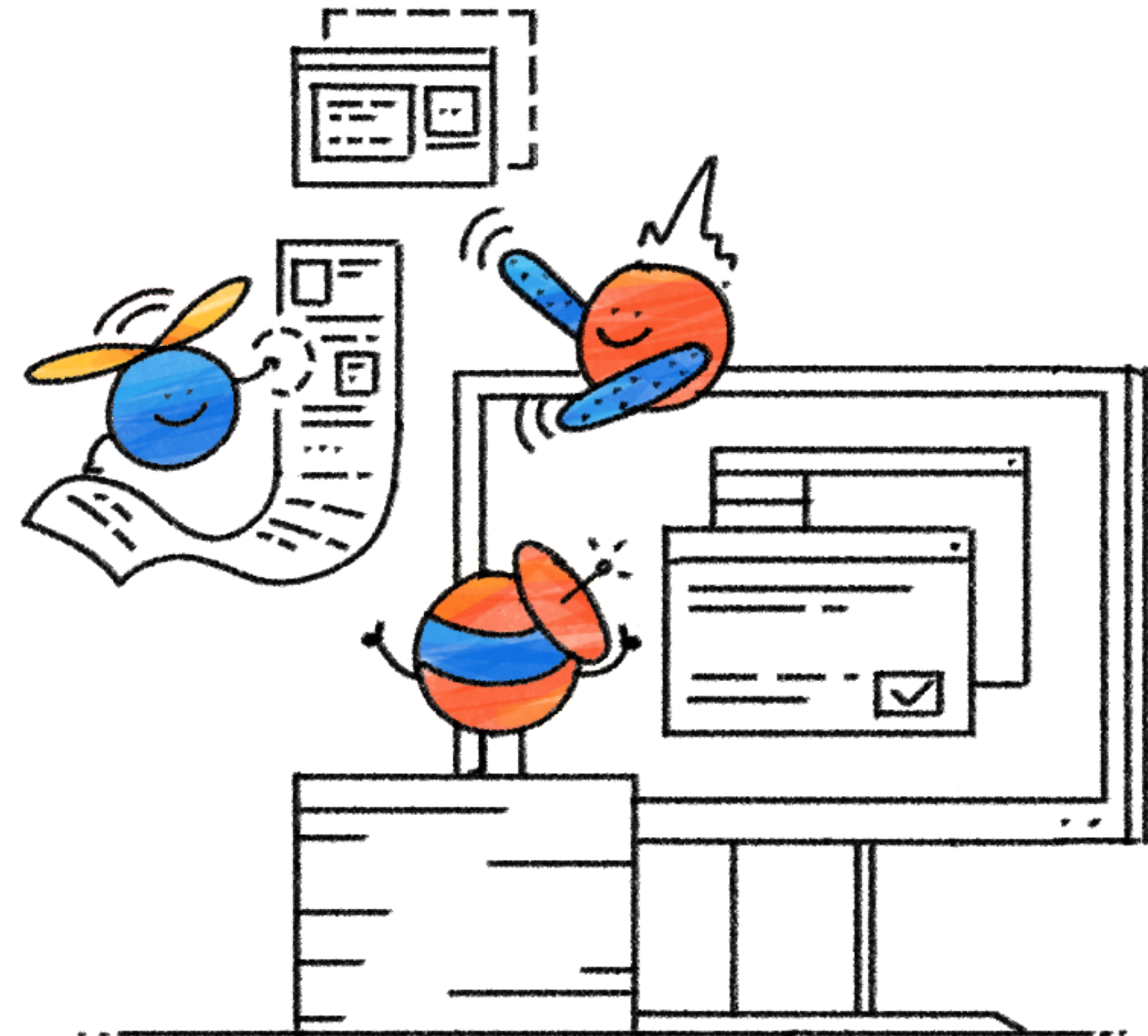
Contract management:
automation targets for fast ROI

Contract creation

Document assembly

Contract filing

Clause library

In-box management of contract attachments

Workflow of contracts

Folder management

Provisions summary

2. Matter management: reducing day-to-day workload

Even though the law is a unique discipline, it's still a business. Process efficiency matters. And those **processes can involve everyone from in-house counsel to outside counsel, expert witnesses, court reporters, copy services, and others.** There are records to digitize, invoices to track, and workflows to manage. And it can all require taking data from one system and entering it into another to keep everyone on the same page and up to date.
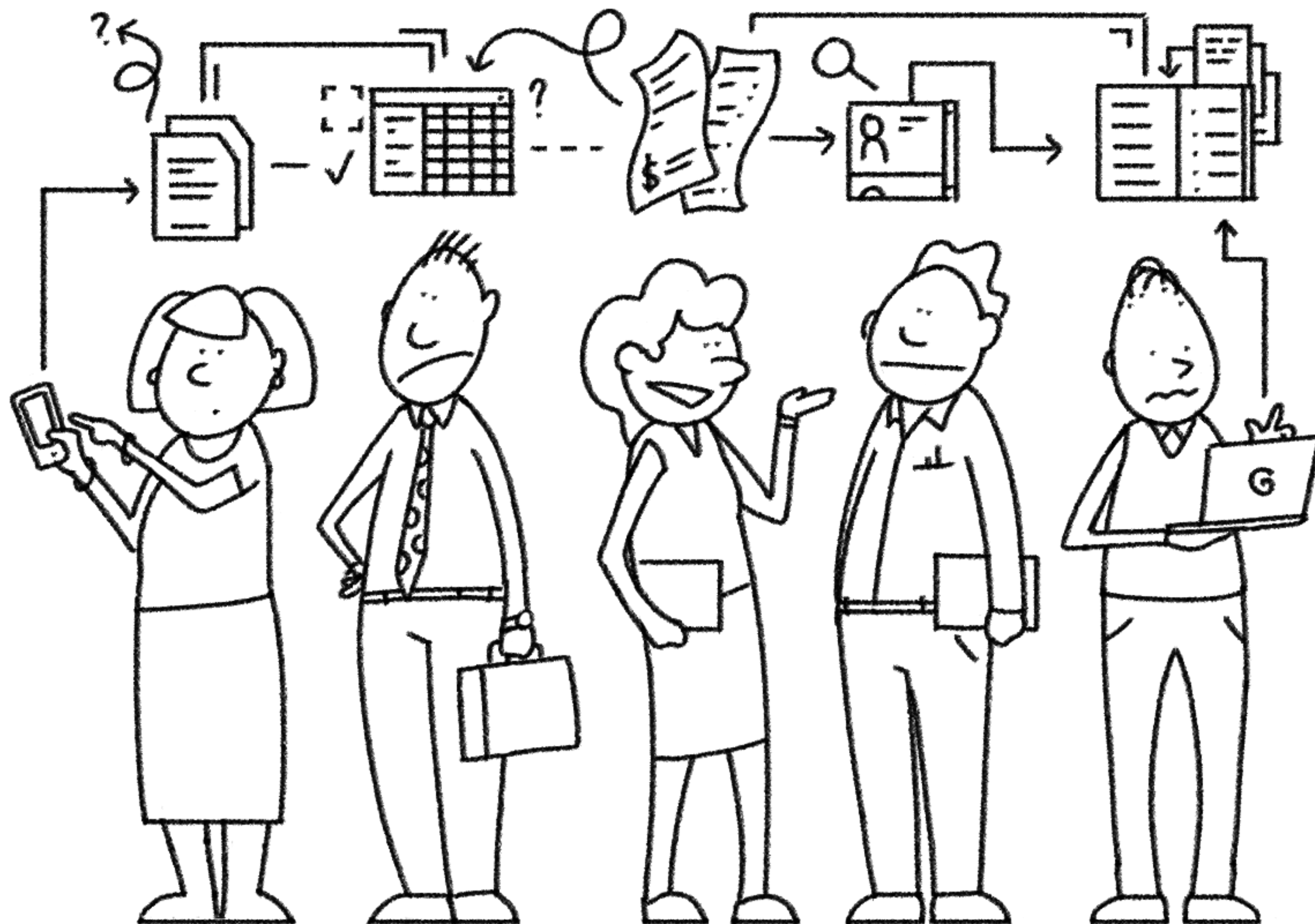
The less that highly trained legal experts are involved in those matters, the more time they have to devote to clients and cases. That's where automation can help. Software robots are great at tasks like opening matters, assigning lawyers and timekeepers, and tracking and reporting on who worked on what. They can make sure the supporting processes run smoothly and eliminate the process bottlenecks that can bring work to a sudden halt.

Robots can help make sure the business of law runs like a business. And that's good for lawyers, staff, and clients.

Matter management:
areas to automate for big impact

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New matter registration and onboarding

Invoice management and review

Records digitization

Workflow and time tracking

Accounts receivable and payable

Case management

3. eDiscovery and research: homing in on what matters

It's easier than ever to find and share information. That's a good thing. But it also means that the volume of information in eDiscovery can quickly become overwhelming. And emails, social posts, instant messaging chats, and website content make an already big pile a lot bigger.

There isn't enough time in the day for most flesh-and-blood legal pros to review, analyze, and route critical information. But software robots are a different story.

Robots equipped with OCR and natural language processing (NLP) can read and digest information and perform the repetitive tasks in the eDiscovery process. That gives paralegals and attorneys more time for tasks such as analyzing cases, navigating thorny compliance issues, and working directly with clients.

Automation helps cut through the noise so the legal brains can zero in on the content that matters.

eDiscovery and research:
processes ready for automation transformation

Internet searches

Compliance breach prevention
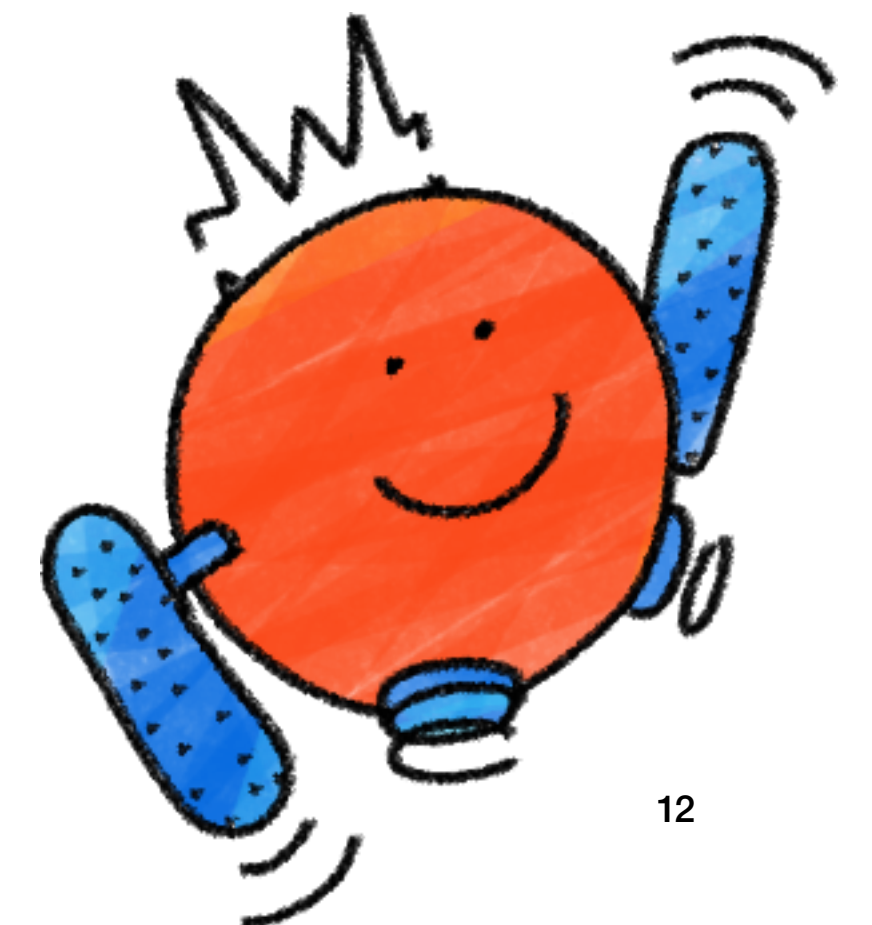
Internal and external reporting

IP searches

Regulatory monitoring

Third-party risk management

4. Document-intensive litigation: taking over the paperwork

Litigation such as class-action suits are so data-intensive that **it's virtually impossible for a team of skilled paralegals to review and analyze information at the volume and pace needed.** The risk of key points slipping through the cracks is too high.

And in bigger cases, the volume multiplies. There's exponentially more detail to pore over. Cases now come with ream after ream of documents and megabyte after megabyte of files to review.

The good news is that scale and scope aren't a problem with automation. **Software robots can review and analyze documents at an amazing rate with equally amazing accuracy.** That lowers the risk of a critical point that can make the difference in a case going unnoticed.

Document-intensive litigation:
an automation to-do list for meaningful results

Statement of claims

Report analysis

Court mailings

Common in class action and mass tort cases documentation

Judgments

Technical documentations

Client communication

Contracts

An open-and-shut case for smarter ways of working

Legal work is high stakes and high pressure. It's also notorious for the amount of data and documents it generates. And that raises the stakes and pressure even more. But **software robots powered by AI and NLP can transform the way legal firms and departments work.** They can reduce the tedious, repetitive workload of reviewing and analyzing documents. And they increase the time available to work with clients and refine strategy. It can also make the employee experience better for attorneys and paralegals.

Ready to learn more?
Go to uipath.com.
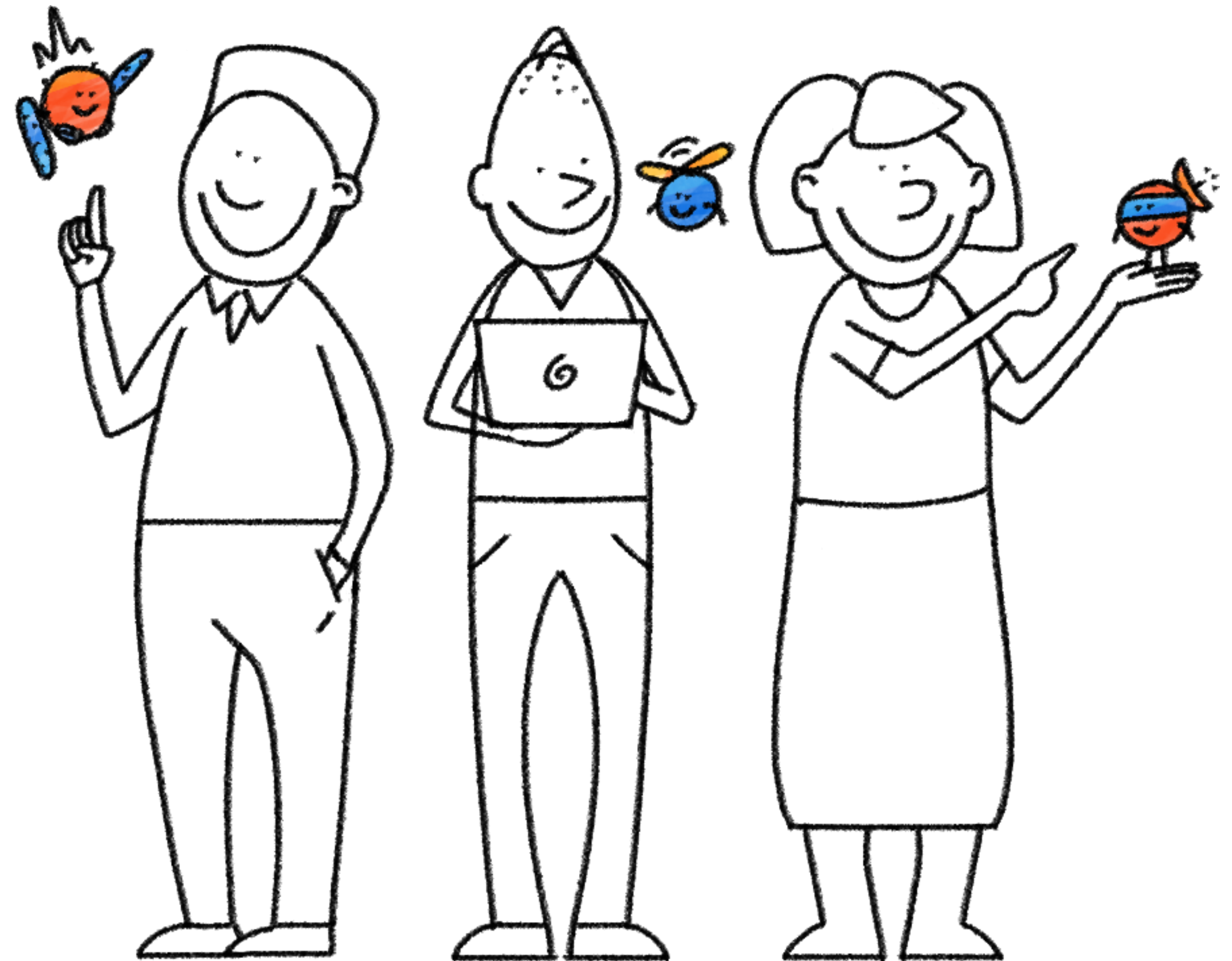
Legal by the numbers

Automation can help legal teams reclaim **40%** of their time.

Source: *UiPath Automation Solutions for Legal,* 2022

Reviewing 5 nondisclosure agreements (NDAs) takes lawyers an average of 92 minutes with 85% accuracy. With machine learning, it takes 26 seconds, with **94%** accuracy.

Source: LawGeex, *Artificial Intelligence More Accurate Than Lawyers for Reviewing Contracts, Study Reveals,* February 2018

CUSTOMER RESULTS

Barry Appleman & Leiden LLP

- 10,000 hours of work saved over 6 months

- 16 full-time workloads completed by RPA

Eagle

- 600-700 Statements of Claim processed weekly

- 300 pages of unstructured content processed per statement

- 70 data fields extracted per statement