



# Matter Management Software for In-House Legal Teams

Simple, cost-effective, end-to-end matter management for corporate teams

# DAZYCHAIN LEGAL OPERATIONS SOFTWARE



## Intake

- » Create a simple gateway to legal for your internal stakeholders using intake forms
- » Automate matter creation with intake forms
- » Save hours of administration time each week



## Matter Management

- » Track and report on the critical data unique to your team
- » Track matter durations
- » Align the data your legal department captures with your organizational objectives
- » Tap into our templates for industry best practice matter management
- » Collaborate with your internal team and external law firms in real-time



## Manage Workflow

- » Increase productivity with centralized worklists
- » Workflow automation and customized templates ensure consistency across the team
- » Off-platform reminders: add a deliverable for your internal clients or external provider letting them know when a contract is expiring using their email address
- » Add due dates to your calendar so you can follow up on tasks in the future



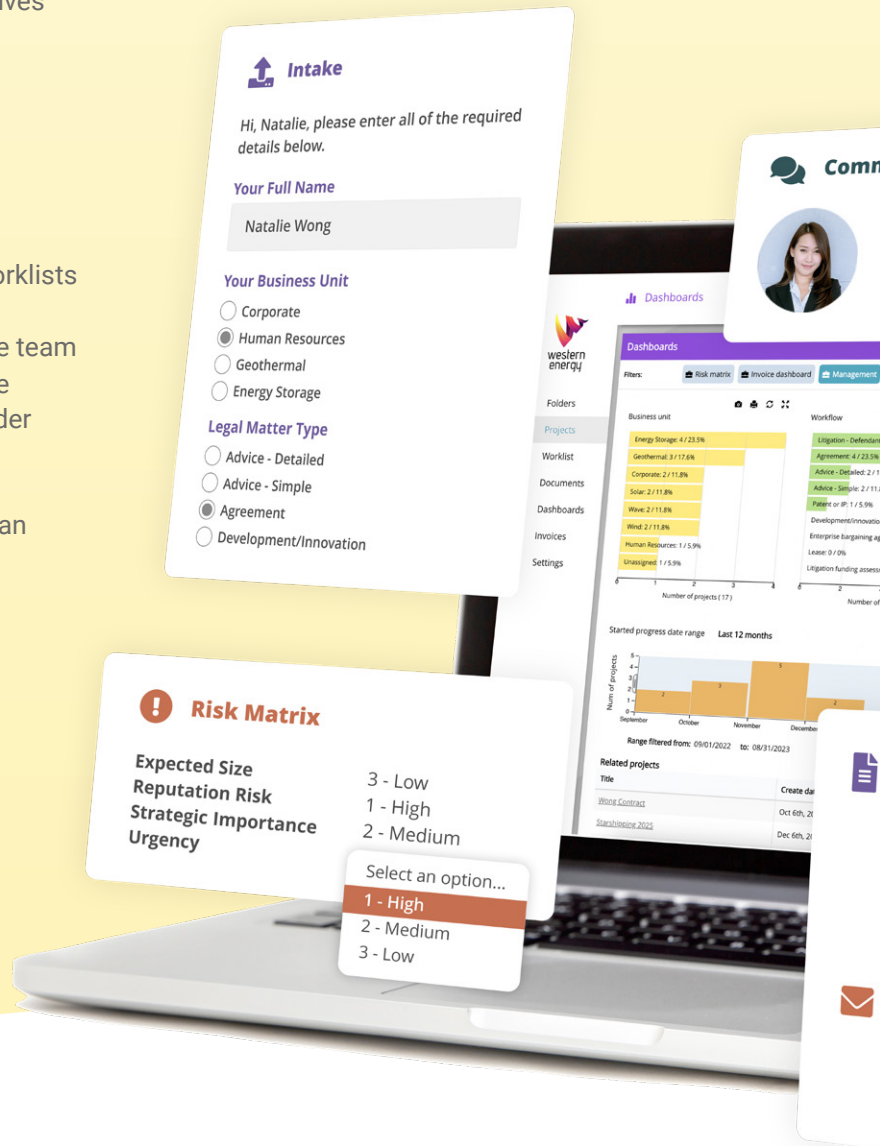
## Email Management

- » Work seamlessly between Outlook and Dazychain
- » Drag and drop emails and documents to matters
- » Create matters directly from your inbox
- » Build a repository of all emails and communications on a matter, easily accessible by the entire team



## Dynamic Reporting

- » Demonstrate your department's strategic value to your organization and executive team with detailed reports on any aspect of your portfolio
- » Create customized reports based on your custom data and variables or get started with our industry best practice reports like matters by business unit, risk, size, status and spend by business unit or law firm
- » Download reports with one click



“The user interface is relevant and configured to our needs. And then also as a price point for legal matter management, it becomes really appealing.”

**Helen Carr, Deputy General Counsel at MYOB**

**myob**



## Document Management

- » Drag and drop documents to your matters
- » Upload emails with attachments directly from your inbox
- » Access emails and documents instantly for everyone in the team in real-time
- » Collaborative documents allow you to open, edit, review and save Microsoft documents together in Dazychain in real-time
- » Share documents and matters with internal clients and external law firms
- » Robust global search includes in-document search
- » DocuSign integration enables efficient document execution



## Collaboration

- » Create, edit and manage panels of suppliers
- » Control spend by selecting law firms based on past performance
- » Share matter details, documents, comments and invoice information
- » Receive, approve and report on invoices and legal spend from suppliers
- » Enable your law firms to work as a true extension of your corporate legal department

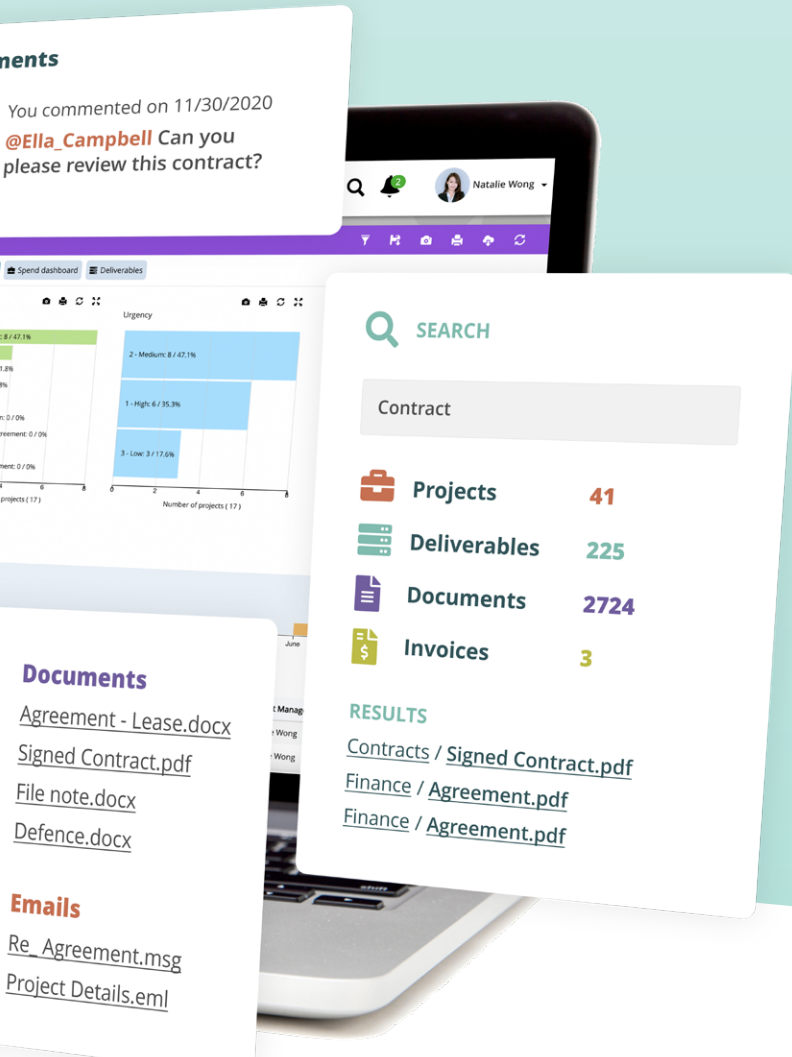


## Security

- » SOC2 and ISO27001 certified
- » All data is encrypted in transit and at rest
- » GDPR capable compliance
- » Data fields, documents and comments can be marked private for team use only
- » Role-based teams can be created to enable collaboration across security teams
- » Single instances are available
- » Multi-tenant data can be stored in the country of your choice
- » Federation and Single Sign-On capability
- » Secured by AWS with AWS Guard Duty, Shield, Web Application Firewall, Trusted Advisor, CloudTrail, Inspector and Cognito.



## Integrations



“There is not a lot in the market that gives you what Dazychain does to adequately manage what you need for smaller corporate legal teams at a cost-effective price point.”

**Kirrilly Gordon, Group Commercial and Legal Manager at SEE Group**





# Transform your legal team with Dazychain

Dazychain empowers you to take control of your legal matters, collaborate effortlessly across teams, and establish a single source of truth for all of your legal operations, giving you the confidence to excel in your job and as a team.



## Gain visibility into your legal operations

Find what you need quickly, instead of wasting time searching extensively.



## Manage all legal matters in one place

Reduce risk and frustration with a single source of truth.



## Become a more efficient legal team

Automate processes, reporting, and repetitive tasks.



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