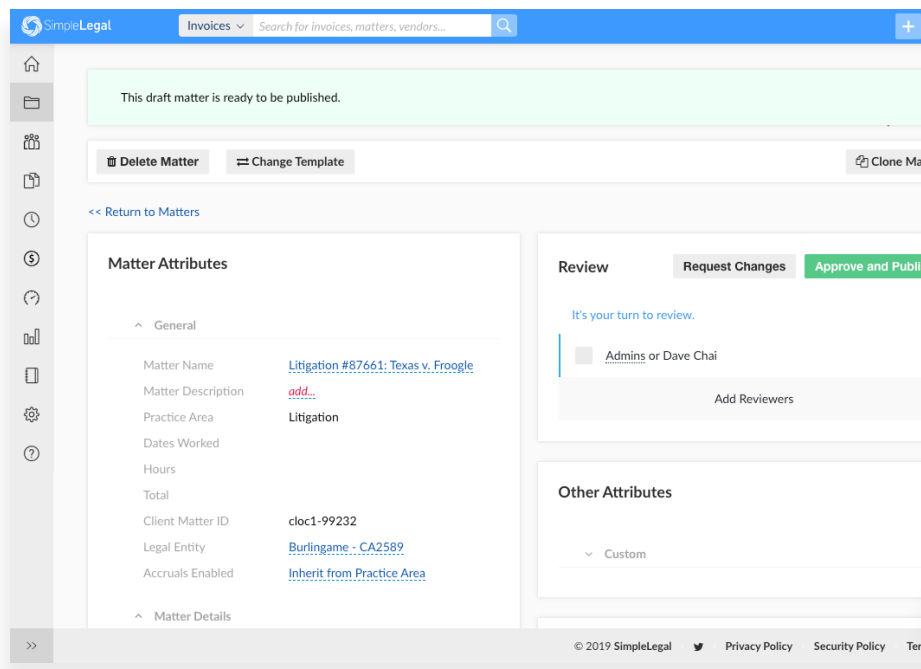


Matter reviews

Save time, enforce business rules, and mitigate risk

Not all matters are created equal. In fact, legal departments are often faced with questions of whether legal resources should even be expended on a matter. But how can business logic and rules be enforced in an easy, scalable way? SimpleLegal's matter reviews allow legal departments to route matters through an approval process prior to finalization and publication.



How it works

Matter reviews leverage configurable rules to enforce matter approval workflows. Rules can be triggered by many factors, including cost thresholds, specific law firms or vendors, practice area, as well as custom matter attributes.

Here's a simplified view of how matter reviews works:

1. **A matter is drafted**
2. **Matter details are added then submitted**
3. **If a matter reviews rule is triggered, the matter will be sent to the appropriate reviewer(s)**
4. **If approved, the matter becomes a published matter. If not approved, the submitter is notified that changes are needed**

Key features

Whether you want to place safeguards on matters with a high dollar exposure or you want to ensure certain criteria are met before matters are worked on, matter reviews provide the features and controls needed to enhance matter management:

- ✓ **Create criteria to enforce your matter creation protocols**
- ✓ **Add and remove matter creation approvers in real time**
- ✓ **See why a particular person was added to the review ladder**
- ✓ **Seamlessly approve and publish the matter or send it back and request changes**