



S O F T W A R E
S O L U T I O N



General Counsel

Powered by

entellitrak

Coordinate Complicated Legal Matters Manage Successful Outcomes

No two General Counsel (GC) offices are alike. Supporting broad mandates, they must be able to support all manner of GC activities — everything from litigation to crisis management to complex legal advisory work. To efficiently guide legal cases from inception through completion, GC offices require a unified case management platform that can provide situational awareness, manage correspondence, and empower legal teams to digitally input, process, track, manage, and report on matters in a timely and comprehensive manner.

The entellitrak General Counsel solution enables legal teams to achieve complete oversight of a constant stream of ongoing legal matters. It can track inbound and outbound email correspondence, create an audit trail in compliance with the Federal Records Act (FRA) and Presidential Records Act (PRA), and can be configured to create a “chron” file so that acquiring attorneys can quickly familiarize themselves with shared and reassigned cases.

Key Tracked Elements

- » Grievant and Contact Information
- » Event Recording and Tracking
- » Current Status
- » Impending Actions
- » Supporting Documents, Transcripts, and Depositions
- » Legal Advice inclusive of Versioned Documents
- » Archive/Un-archive Case Files

entellitrak Modules

- » Document Management
- » Analytics
- » efile (External User Portal)
- » escan (Direct Document Scanning)
- » Mobile

Clients

These are organizations that have entrusted their General Counsel programs to entellitrak.



The federally accredited and secure platform dramatically reduces paperwork, automates workflows and centralizes case information — giving legal teams the ability to closely coordinate and share best practices as they focus on the work at hand. By providing web-based access to every piece of data in a legal case, entellitrak can support the lawyers, paralegals, administrative staff, and IT team members of an entire organization regardless of their physical location.

Detailed Case Oversight and Control

The entellitrak General Counsel solution is an efficient tool for managing and administering complex legal cases. Designed to manage adherence to strict rules and regulations, entellitrak provides organizations with the ability to effectively gather, track, and process detailed legal procedures.

By using entellitrak, General Counsel offices are able to:

- Have individual GC components work independently while using a single agency system
- Reassign cases and all associated background material
- Rapidly determine staffing needs and caseload requirements, preventing critical deliverables from falling through the cracks
- Create and maintain a detailed calendar of deadlines, triggering event-related notifications
- Search across and report on all open and archived matters – including documents that have been OCR'd
- Amend processes, data and rules as they evolve
- Manage system security and user access
- Gain visibility into an entire GC program via a secure, web-based interface

Reports Tailored to the Oversight of Legal Matters

This entellitrak template provides General Counsel specific summary reports that users can create at the individual, office, district and enterprise level, including:

- Claims and Appeals Status
- Current and Monthly Settlements
- Claims, Liability, and General Summary Report
- Cases by Assigned Attorney
- Grievances by Office
- Number of Grievances by Date Range

Additional reports can be easily configured to match an organization's needs.

Providing Implementation Flexibility

entellitrak is designed using open standards, open architecture, and platform independence, offering extensibility, interoperability, and portability to organizations of all sizes. In-house developers can fine tune entellitrak to accommodate unique requirements, dramatically reducing both implementation time and cost. In addition, entellitrak can be used as either a stand-alone system or as a case management component within an existing General Counsel program.



FREE Prototype Offer

The best way to understand entellitrak is with a prototype.

Contact us for a presentation and demonstration.

703.709.6110
sales@micropact.com

Once we confirm that entellitrak is an appropriate solution, we can build a custom prototype based on a process of your choosing.

SOFTWARE THAT THINKS LIKE YOU DO.

MicroPact is a wholly owned subsidiary of Tyler Technologies, the largest company in North America dedicated to providing software for the public sector, including federal, state, and local government. Tyler is a nationally recognized provider of integrated system solutions and professional services and serves clients in more than 21,000 installations across 10,000 state and local government locations in all 50 states, Canada, Puerto Rico, the United Kingdom and Australia, as well as more than 200 U.S. federal agencies. Acquired by Tyler in February 2019, MicroPact has focused for more than four decades on delivering powerful, adaptive, commercial off-the-shelf (COTS) solutions to the public sector. Today, MicroPact products serve 49 U.S. states and 97% of federal agencies with 500 or more employees. Tyler has more than 21,000 successful installations across 10,000 sites, with clients in all 50 states, Canada, the Caribbean, Australia, and other international locations. A financially strong company, Tyler has achieved double-digit revenue growth every quarter since 2012. It was also named to Forbes' "Best Midsize Employers" list in 2018 and recognized twice on its "Most Innovative Growth Companies" list. More information about Tyler Technologies, headquartered in Plano, Texas, can be found at tylertech.com.