

## e-on MyWorkplace Legal Case Management



**An integrated web application to  
handle legal cases for  
Law Firms and Legal Departments  
of Organizations and Institutions.**



- ◆ Generate, update and maintain electronic files for each case, view on-line catalog of all active cases,
- ◆ Track the lifecycle of each case,
- ◆ Keep history files of customers, defendants etc.,
- ◆ Attach documents,
- ◆ Follow up and review phases (trial start date, appeal etc.),
- ◆ Personal calendar for tasks and critical actions of each participant, central follow up by supervisors,
- ◆ Extended production of statistics and auditing statements,
- ◆ View participants workloads

**Change the way you work.  
You only need an internet connection.**

Secure any time access to your legal cases and to all information for each of your customers from any location from your PC, mobile phone or tablet.

Fully utilize the time you spend on commuting, travelling and waiting in court.

Collaborate with colleagues and partners without having to exchange paperwork and e-mails.

No handwritten regular updates to follow up active cases.



- ◆ Enables on line cooperation with external partners,
- ◆ Budget or actual costs and financials per case,
- ◆ CRM functionality. Production of e-mails and sms's,
- ◆ Time reports and time sheets,
- ◆ Automatic invoicing based on billed hours or agreed partial payments per case,
- ◆ Additional authorizations "security lockouts" per case.
- ◆ Full accounting functionality.



*E-on MyWorkplace Legal Case Management is an integrated solution that covers all administrative issues concerning legal cases.*

*It provides reliable, direct feedback and information on active legal cases.*

*Full coverage of Financial Departments concerning their requirements for credible and automated calculations of provisions for fines or litigation for the Financial Statements.*

## Electronic File

Supports extensive posting of information and data for each case.

- Who is handling it
- Brief Summary in free text
- Case type
- Defendants
- Critical dates, deadlines
- Geographic and conceptual locations
- Finances – requirements and obligations
- Handling costs
- Actions - phases
- Brief summary of results for each stage in free text
- Physical documents of legal case file (Scanned)

## Reporting / Data extraction

Users according to their authorizations have access at all times at a calendar with the tasks that need to be done.

The supervisors of legal departments have an overall picture of all cases for statistical and control purposes,

- On their screen for each case,
- Through alerts – automatic notices,
- Through «calendar critical actions».

They have an overview of all tasks required to achieve the handling of each particular case and of all cases. A very useful feature especially if third parties are involved.

The system produces various views of the cases and their statuses in order to enable users to assess the situation as a whole and to decide on the best path of actions to deal with them all.



## Workflows

There is an extensive workflow functionality that connects users for electronic approvals, submission of expenses and any communicating with each other. This feature eliminates the exchange of emails that are not directly linked to cases. Since the system enables communications through the electronic case itself, these communications become a part of the handling actions and the electronic file. So they will never be lost.

## Follow up and controls

The system supports time stamps for billing and execution dates so it leads to useful conclusions of the performance of users. Based on these dates it produces warning messages.

## Financial forecasts

Finally, since the system also follows the financial dimensions of each case, for example the amount of the claim for a labor dispute or other critical financial data, it can prove an undisputable basis for the production of accounting forecasts.



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