

EXCALIBUR

SharePoint Document Management Solution for Lawyers

Designed by Lawyers for Lawyers

DEVELOPED BY SWORD GROUP

Sword Group, a global leader in the delivery of Business Process Improvement solutions, announces EXCALIBUR, a new and innovative Legal Document Management solution built on Microsoft SharePoint.

Developed in partnership with London based law firm Lewis Silkin, EXCALIBUR has been designed for a legal practice and is suitable for both law firms and in-house corporate legal counsels; unlike traditional IT solutions, EXCALIBUR has been designed as a business solution by Lawyers for Lawyers.

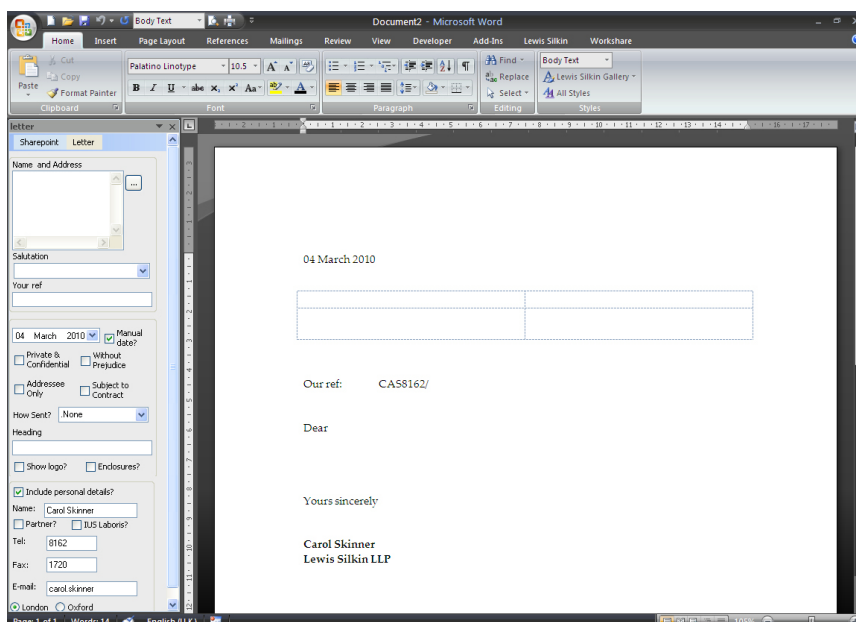
EXCALIBUR is highly-intuitive and simple to use as it is integrated into SharePoint, Office and Outlook to minimise Change Management.

MATTER CENTRIC

EXCALIBUR maximises the productivity of fee earners by delivering an intuitive matter centric solution that aggregates relevant matter information in a single place and provides opportunities for greater collaboration. Integration is available with other legal centric line of business systems such as Practice Management, Forms and CRM.

LEVERAGE THE INCREMENTAL VALUE OF SHAREPOINT

EXCALIBUR is built entirely on the Microsoft SharePoint platform. This enable law firms and in-house corporate lawyers to maximise the incremental value that SharePoint offers – EXCALIBUR not only delivers a powerful document management system but also includes built in capabilities for collaboration, portal, intranet, extranet, website, search, forms business intelligence, workflow and unified communications.



BENEFITS

Designed as a business solution by leading UK law firm Lewis Silkin – “By Lawyers For Lawyers”

Developed, implemented and supported by Sword Group - international SharePoint and Document Management specialist with 20 years' experience

Built from ground up on open Microsoft SharePoint platform - no legacy code

Platform for innovation – future proof added value with built in collaboration, portal, intranet, extranet, website, workflow, enterprise search, forms, business intelligence, unified communications

Full native integration with Microsoft Office and Outlook – built directly into the Microsoft platform, no connectors to maintain

Low cost of ownership – single platform

Integration with other Legal business systems including Practice Management, CRM, Forms

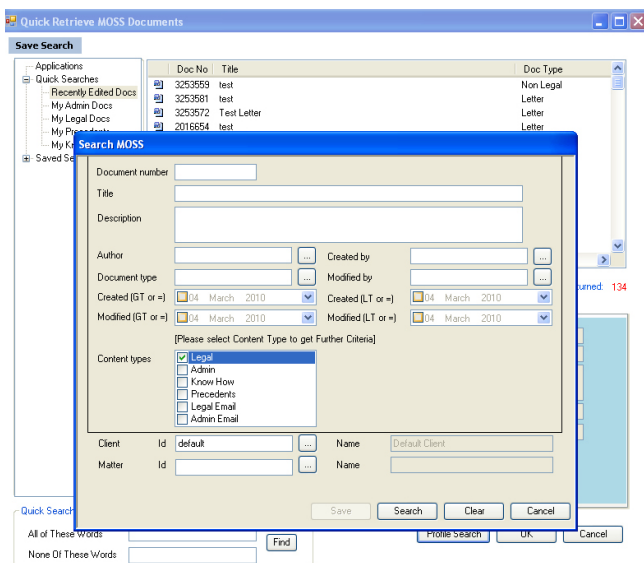
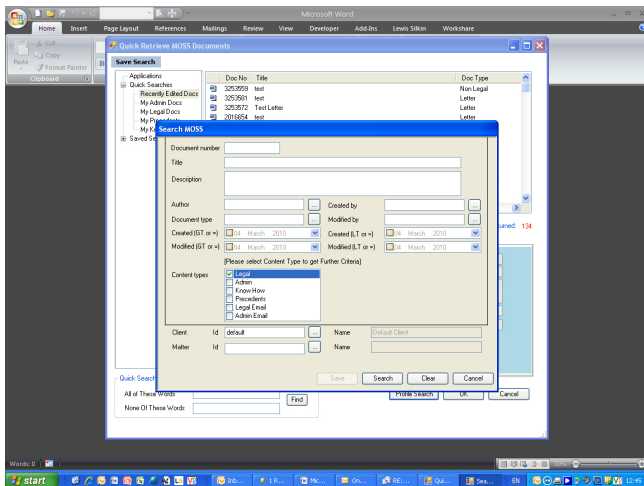
Open flexible taxonomy - not restricted to single client/matter classification

Email management as standard

Templates library included

Migration tool included for legacy content

Synchronisation tool included for seamless transition from legacy systems



LOW COST OF OWNERSHIP

IT departments benefit from streamlined architecture and security, low risk and ongoing low cost of ownership as EXCALIBUR is built directly into the SharePoint platform.

Migration utility makes it easy to migrate from legacy systems.

CONTENT MANAGEMENT

Leverages the power and flexibility of SharePoint's Content Types and links these to Metadata and Folders.

WEB CAPABILITIES

Legal Centric "skin" delivers web based secure collaborative workspaces to manage tasks, group calendars, discussion threads and views to related content via intranet or extranet. Provides chronological view capabilities for a Matter folder.

Legal web parts include Recently Edited Documents; Upload Document; Saved Searches; Parent Child relationships.

INTEGRATION WITH DESKTOP APPLICATIONS

Fully integrated into Microsoft Office applications including a Matter Centric Email Filing Module and Document Numbering. A Panel provides full details of Metadata whilst working on a document.

Metadata and Full Text Searching has been built in, including ability to save search criteria.

Users can preview documents, view document history and send documents as a copy or reference to an email.

SECURITY & ADMINISTRATION

Full security of SharePoint is provided including item level. Administration of EXCALIBUR is performed directly in SharePoint.

EMAIL MANAGEMENT

Emails and Document management is provided via Outlook including Drag and Drop emails with Metadata inherited from the Folder. Quick Retrieve enables full searches and attachments.

WHY SWORD GROUP?

- Financially secure, growing & profitable
- 20 years' Document Management delivery and development experience
- Pedigree in helping law firms and in-house legal counsels leverage business value from technology
- Strong Microsoft Applications and Services Partner
- SharePoint specialists – added value offerings including portal design/integration, workflow etc
- Full end-to-end services direct from manufacturer
- Migration and synchronisation tools & services
- Custom configuration and development including in-house offshore / blended services

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