



HOW TO BEGIN
YOUR IN-HOUSE
LEGAL
AUTOMATION
JOURNEY



In today's fast-paced business environment, in-house legal teams are under increasing pressure to manage more work with fewer resources. To keep up with the demands, many legal departments are turning to automation to streamline their operations. However, embarking on the legal automation journey can be daunting without a clear roadmap. This guide will help you understand how to begin your in-house legal automation journey effectively, with insights into how Beveron's Smart Legal Counsel software can be your trusted partner in this transformation.

1. Assess Your Current Processes

Before diving into automation, it's crucial to assess your current legal processes. Identify repetitive, time-consuming tasks that could be streamlined through automation. Common areas include:

- **Contract management:** Drafting, reviewing, and tracking contracts manually can be cumbersome and error-prone.
- **Legal requests management:** Handling legal inquiries and tracking their progress through email chains can be chaotic.
- **Litigation management:** Keeping track of ongoing cases and related documents is often a challenge.
- **Legal expenses management:** Manually tracking legal expenditures can lead to inefficiencies and missed cost-saving opportunities.

Understanding your pain points will help you prioritize the areas where automation can have the most significant impact.

2. Define Clear Objectives

Once you've identified the areas for improvement, define clear objectives for your automation journey. What do you hope to achieve? Common goals include:

- **Increased efficiency:** Reducing the time spent on repetitive tasks.
- **Improved accuracy:** Minimizing human error in legal processes.
- **Better compliance:** Ensuring legal processes are compliant with relevant regulations.
- **Cost reduction:** Cutting down on legal expenses through streamlined operations.

Having clear objectives will guide your selection of the right tools and solutions.

3. Choose the Right Automation Tool

Selecting the right tool is critical to the success of your automation journey. This is where Beveron's Smart Legal Counsel software comes into play. Designed specifically for in-house legal teams, Smart Legal Counsel offers a comprehensive suite of features to automate and optimize your legal operations.

Key features of Smart Legal Counsel include:

- **Legal Requests Management:** Centralize and automate the tracking and management of legal requests, ensuring nothing falls through the cracks.
- **Contract Management:** Automate contract drafting, review, approval, and tracking, reducing the time and effort involved.
- **Litigation Management:** Keep all case-related documents, deadlines, and communication in one place, improving case management efficiency.
- **Legal Expenses Management:** Track and manage legal expenditures with ease, ensuring better budget control and cost savings.

4. Engage Stakeholders

Automation isn't just about technology; it's about people. Engage key stakeholders within your organization to get their buy-in. This includes your legal team, IT department, and any other relevant departments. Explain the benefits of automation, how it will improve their daily work, and how Smart Legal Counsel can make their lives easier.

5. Implement Gradually

It's tempting to automate everything at once, but a gradual approach often yields better results. Start with one area, such as contract management, and implement automation there. Once your team is comfortable and the benefits are evident, expand to other areas like litigation management or legal expenses.

6. Train Your Team

Even the best automation tools are only as effective as the people using them. Provide comprehensive training to your team on how to use Smart Legal Counsel. Ensure they understand how to leverage its features to improve their daily work. Beveron offers excellent support and training resources to help your team get up to speed quickly.



7. Monitor and Optimize

Automation is not a one-time project but an ongoing process. Continuously monitor the performance of your automated processes and gather feedback from your team. Use this data to optimize and refine your automation efforts. Smart Legal Counsel offers analytics and reporting features that provide valuable insights into your legal operations, helping you identify areas for further improvement.

8. Stay Updated

Legal technology is constantly evolving, and it's important to stay updated on the latest trends and tools. Beveron regularly updates Smart Legal Counsel with new features and enhancements, ensuring that your legal department remains at the forefront of legal automation.

Ready to begin your legal automation journey? Contact Beveron Technologies to explore how Smart Legal Counsel can be your trusted partner in this transformation.

What Are the Benefits of Automation for In-House Legal Departments?



Automation offers several key advantages in the in-house legal environment:

Increased Efficiency

Automation reduces the time and effort needed to achieve the same outcomes, allowing the legal team to focus on more strategic work.

Cost Savings

By minimizing time spent on low-value tasks, the legal department can save the business money and redirect resources toward higher-impact activities.



Error Reduction

Automation significantly reduces the risk of manual errors, ensuring more accurate legal processes.

Deadline Management

Automated systems help track and manage deadlines, eliminating the stress of trying to remember critical dates.

Empowerment of the Business

Automation enables other departments to handle basic legal tasks, such as drafting simple contracts like NDAs, without relying on legal for every step.

Scalability

As the business grows, automation ensures that legal processes do not become a bottleneck, allowing the company to scale more efficiently.



“The future of in-house legal departments lies in the seamless integration of technology and strategy. Automation is not just about reducing workload; it's about empowering legal teams to focus on what truly matters—driving business growth and innovation. With tools like Smart Legal Counsel, we're not just transforming how legal work gets done; we're redefining the role of legal departments in the modern enterprise.”

- **Brijesh Chedayan, LegalTech Author and Expert**