

7 Ways to Boost Your Legal Department's Performance

Transform your legal department with HighQ.



HighQ for Legal Departments

Reach the height of efficiency by streamlining legal workflows and simplifying contract management – all whilst working collaboratively internally and with outside counsel.

HighQ is a secure and cloud-based solution for optimising the way your legal department works. Our legal operations platform takes the hassle out of contract lifecycles, documents, managing service requests, matters, outside counsel, and more.

Take performance to new heights today.



Contract management

- ✓ secure file sharing
- ✓ contract templating
- ✓ contract drafting and automation
- ✓ approval workflow
- ✓ negotiation
- ✓ digital signature
- ✓ tracking and visualisation
- ✓ integration

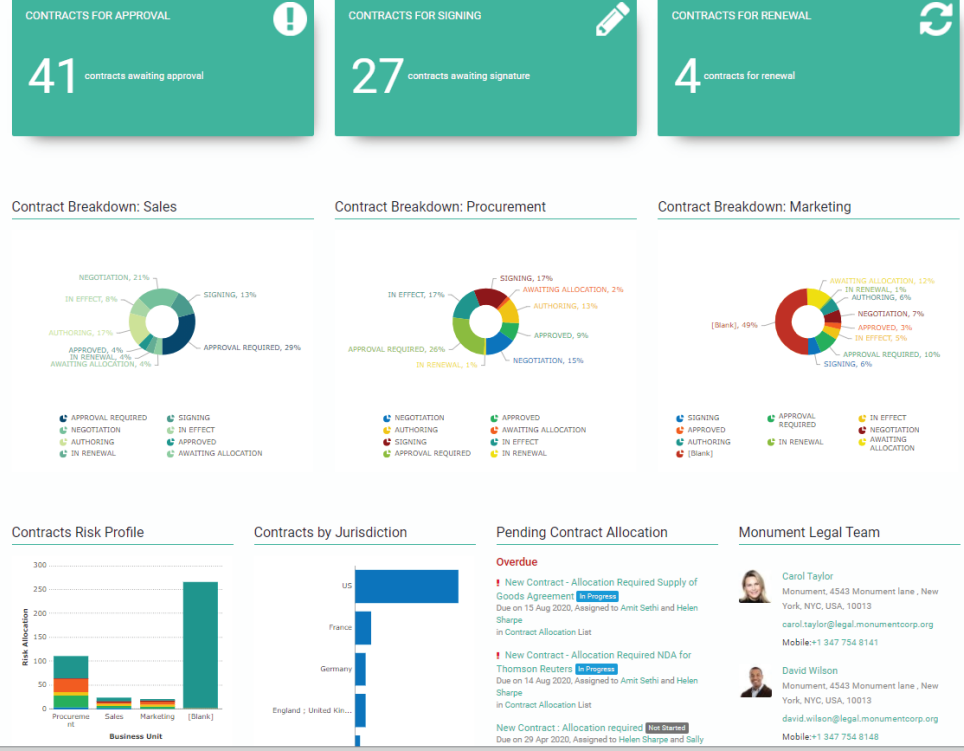
The screenshot shows the Monument Contract Tracker interface. The top navigation bar includes links for Home, Publisher, CLOC, ACC, HighQ.com, Legal Hub, Merger & Acquisition, HighQ Enablement, Legal Tracker, Contract Express, and Basic Site. The breadcrumb trail is: Home > Contract Management > Dashboard > Generate Contract > Contract Inbox > Contract Tracker > Approvals & Tasks > Events > Reports > Admin. The main content area displays a table of contracts with columns for Ref., File, Status, Submitted By, Assigned to, Counterparty, and Risk. The table contains 7 rows of contract data.

<input type="checkbox"/>	Ref. ▾	File ▾	Status ▾	Submitted By ▾	Assigned to ▾	Counterparty ▾	Risk AL
<input type="checkbox"/>	CON-0028	Supply Agreement.pdf	SIGNING	Stuart Barr	Helen Sharpe Kirsty Ramsay	Aldi	
<input type="checkbox"/>	CON-0030	Construction Contract.doc	SIGNING	Matthew Abbott	Steven Scholes	Permalit Ltd	
<input type="checkbox"/>	CON-0033	Commercial Supply Agreement.docx	SIGNING	David Gibbons	David Gibbons	Catalent	
<input type="checkbox"/>	CON-0034	License and Supply Agreement - Teva.docx	SIGNING	David Gibbons	Sharon Williams	Teva	
<input type="checkbox"/>	CON-0035	Manufacturing and Supply Agreement.pdf	SIGNING	David Gibbons	David Wilson	Insmed	
<input type="checkbox"/>	CON-0036	Master Supply Agreement.docx	APPROVAL	David Gibbons	David Wilson	Hospira	



Legal intake & self-service

- ✓ matter numbering
- ✓ self-service process
- ✓ enterprise access
- ✓ knowledge portal
- ✓ project management
- ✓ review and approval
- ✓ outside counsel access
- ✓ tracking and visualisation





Document management

- ✓ document management
- ✓ document automation
- ✓ version management
- ✓ drafting and negotiation
- ✓ document analysis
- ✓ approval workflow
- ✓ email management

Monument

Home Publisher CLOC ACC HighQ.com Legal Hub Merger & Acquisition HighQ Enablement Legal Tracker Contract Express Basic Site

Home Files ISheets Tasks Events Wiki Blog Q&A People Admin

Search folders

Project Gateway (Clone)

- 3 MTR-003
- 4 MTR-004 (44)
- 5 MTR-005 (7)
- 6 MTR-006 (2)
- 7 MTR-007
- 8 MTR-008
- 9 MTR-009
- 10 MTR-0010
- 11 MTR-0011
- 12 MTR-0012
- 13 MTR-0013
- 14 MTR-0014
- 15 MTR-0015
- 16 MTR-0016
- 17 MTR-0017
- 18 MTR-0018
- 19 MTR-0019
- Modern Slavery Review
- Modern Slavery Review High
- Office accident
- Office accident High
- COVID-19 Risk Assessment High
- COVID-19 Risk Assessment
- J Review (9)
- New Invoices

Upload New Action View

Search and filter this folder

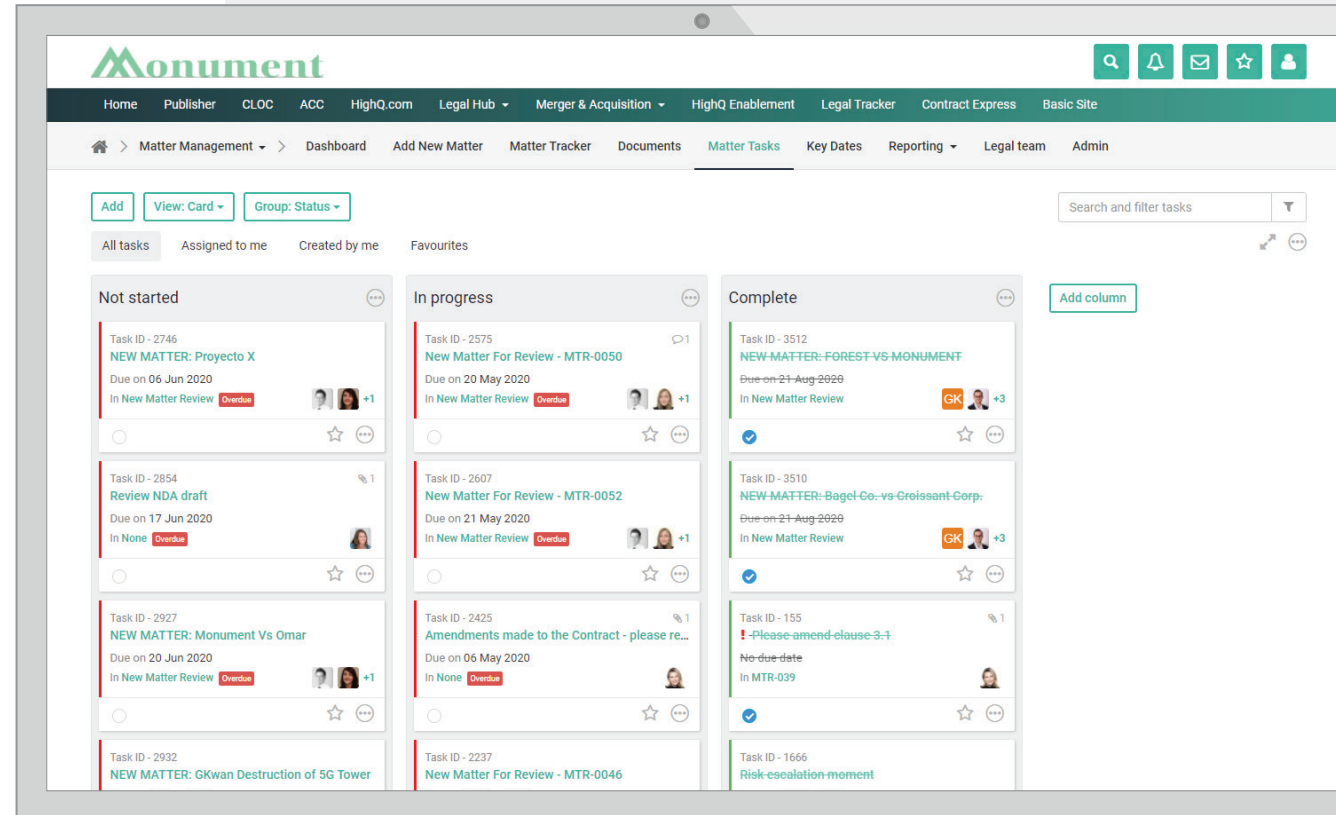
Correspondence

Name	Status	Size	Author	Last modified
1.1.8 closure of file - Pilkington Group Limited.msg v1 New	Unallocated	105.50KB	Charlie Rutherford	01 Apr 2020 15:10
1.1.9 mount-logo-full.png v1 New	Unallocated	150.71KB	Charlie Rutherford	01 Apr 2020 15:10
1.1.5 Processed Bill for Matter 05207730-00000004 AON Insurance_2016_1.msg v1 New	Unallocated	110.50KB	Charlie Rutherford	01 Apr 2020 15:10
1.1.4 Draft Bill for Matter 05207730-00000004 Pilkington Group L_2015_1.msg v1 New	Unallocated	89.00KB	Charlie Rutherford	01 Apr 2020 15:10
3.3 Mini ISheet Guide.pdf 1 task, v1 New	Unallocated	689.35KB	Charlie Rutherford	01 Apr 2020 15:10
1.1.1 Commercial Outsourcing Services Agreement 2016.docx 3 comments, 1 task, v2 Updated	Unallocated	18.41KB	Ed Chau	29 Jun 2020 05:16
HighQ Proposal Template _ AEM_2020.docx 1 comment, v4 Updated	Unallocated	1.37MB	AEEEDA ABDULLA	28 Jun 2020 14:00
Physician Contract - Sanchez.docx v2 Updated	Unallocated	45.82KB	Mara Fernandez	26 Aug 2020 08:13



Vendor management

- ✓ monitor spend
- ✓ spend management
- ✓ performance measures
- ✓ budget tracking
- ✓ file share and sync
- ✓ knowledge portal
- ✓ tracking and dashboard
- ✓ outside counsel evaluation



Knowledge Management Dashboard

Training videos



Tasks

- Overdue**
- Know how and precedent review required
Due on 21 May 2020
- Know how and precedent review required
Due on 21 May 2020
- Know how and precedent review required
Due on 21 May 2020
- Know how and precedent review required
Due on 21 May 2020
- Know how and precedent review required
Due on 21 May 2020

News & updates

- from Bresco to Meadowside and Astec: from incompatible and futile to exceptional and permitted
Posted on 23 Apr 2020 14:59 in Company Law
- New practice note on Practical Law on Warranty and indemnity insurance
Posted on 23 Apr 2020 14:57 in Company Law

Key Contacts

Newsfeed

- Narrative reporting: ICSA updated guidance on directors' general duties**
The Chartered Governance Institute has published updated guidance on directors' general duties under the Companies Act 2006, which includes an additional section on the section 172 reporting requirement.
25 Aug 2020
- Duomatic principle: ostensible authority and consent of beneficial owners (Privy Council)**
In Ciban Management Corporation v Citco (BVI) Ltd & Anor (British Virgin Islands) [2020] UKPC 21, the Privy Council (Lord Hodge, Lady Black, Lady Arden, Lord Leggatt, Lord Burrows) considered whether the Duomatic principle could confer ostensible authority, and whether, in certain cases, the principle applied where the beneficial owners, rather than the registered shareholders, consented to the course of action.
24 Aug 2020
- Questions for counsel: 4 Stone Buildings**
We asked 4 Stone Buildings whether non-member proxies can form a quorum at an AGM and if so, whether a company officer is needed to run the

Keyword cloud

asset purchase corporate escrow indemnity insurance injunctive relief insolvency payments restructuring warranty

Recent files

1.36 SHARE EXCHANGE AGREEMENT American Strategic Minerals Corporation.pdf
371.96KB, Sally Roberts **New**

Activity feed

- Paul McEnery** liked a page
50 days ago - Knowledge Management [New]
- Retention: Asset purchase agreement: Escrow payment**
By Sally Roberts, 23 Apr 2020



Knowledge management

- ✓ intuitive experience
- ✓ powerful search
- ✓ social collaboration
- ✓ knowledge dashboard
- ✓ web forms and workflow
- ✓ publish content in any language
- ✓ efficient sharing
- ✓ connect to expert



Team collaboration

- ✓ intranet portals
- ✓ team workspaces
- ✓ file share and sync
- ✓ social collaboration
- ✓ content management
- ✓ knowledge sharing
- ✓ online board rooms
- ✓ employee engagement

Image	Unit Number	Unit Use	Date Acquired	Area (square metres)	Region	Address	Property
	Rosewood Unit 1	Restaurant	02 Sep 2012	10001	US	Rosewood, Chineham Park Crockford Lane Basingstoke RG24 8UR	
	9A Cedarwood	Retail	01 Mar 2013	12000	UK	9A Cedarwood, Chineham Park Crockford Lane Basingstoke RG24 8WD	
	1 Beachwood	Office	02 Jan 2008	20000	South Africa	1 Beechwood, Lime Tree Way Chineham Park Basingstoke RG24 8WA	
	2 Rosewood	Office	01 Jun 2003	100000	South Africa	Rosewood, Chineham Park	

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Find out more at legal.thomsonreuters.com.au/highq/corporate-legal