

Data Sheet

Legal Case Management

Looking to reduce costs whilst delivering even better legal services? With Iken, you can.



iken
know what matters®

Iken Case Management is the tool you need to realise significant savings and achieve even higher levels of performance every day.

Meeting high expectations for service delivery whilst on a tighter budget and with the same, or diminished resources can be challenging. Our Case Management software is already helping many public sector in-house legal teams to meet these demands head on. Our solution is tailored to your needs and supported by a team of experts with a proven track record.

Our Case Management Software takes document management to a higher plane; improving productivity and effectiveness whilst also reducing costs.

Benefits at a glance:

- **Liberate lawyers** from admin tasks, focus their expertise on value-added work
- **Build capacity** to bring more work back-in house and reduce overall costs
- **Increase responsiveness:** by accessing information at the touch of a button, no matter who is in the office
- **Manage risk**, via comprehensive audit trails and alerts, ensuring that key dates aren't missed
- **Support agile working practices:** all emails stored in the appropriate case file
- **Support remote workers** or distributed teams through secure, shared access to files, contacts and calendars
- **Inform key decision making** with instant access to accurate management information
- **Demonstrate value** with integrated time recording and advanced team analytics

Iken Products:

Iken offers a wide range of software products that may be integrated with Iken Case Management, including:



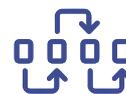
iken MI
Advanced management reporting



iken Portal



iken Scanning



iken Workflows



Court & Document Bundling



Time Management

For more information, please visit
our website: www.iken.co.uk

How Iken makes a difference

Documents and emails are produced in context, automatically populated and indexed, cutting down on production time and ensuring speedy document retrieval in the future

Iken stores documents and emails within complete electronic case files, held in a secure electronic location and accessible to all personnel with the appropriate authorisation. Contact records are managed centrally and linked to the relevant cases making it easy for any member of the team manage the work, whatever the circumstances.

An extensive workflow library brings appropriate levels of automation to specific work types therefore streamlining business processes.

Managing risk becomes easier as information is systematically retained, assisting with audit and compliance.

Diary management, including bring forward dates, reviews and key date management prevent deadlines from being missed.

Iken's powerful, secure platform facilitates collaboration across your team, no matter where they are, making it ideal for supporting shared service arrangements.

Time saved means more work can be handled by the same number of staff, freeing up additional capacity which can be used to bring work back in-house, saving you money.

Streamlining working processes frees up additional capacity, allowing your team to bring expensive outsourced work back in-house.

Keen to know what Iken Case Management looks like? We're happy to arrange an online or face-to-face demo at your convenience.

"Iken has certainly helped us to deal with increased demand. It has given us about a 10% efficiency increase due to the fact that people can automatically save all their documents and emails in one place."

Frank Cain, Wiltshire Council

About Iken

Founded in 1992 on the commitment to create a flexible software solution to support knowledge workers, Iken is the knowledge management platform that brings everyone and everything together to enable teams to work more effectively.



For more information please call 08448 933 910 or fill in a contact form on our website.

www.iken.co.uk



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