

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

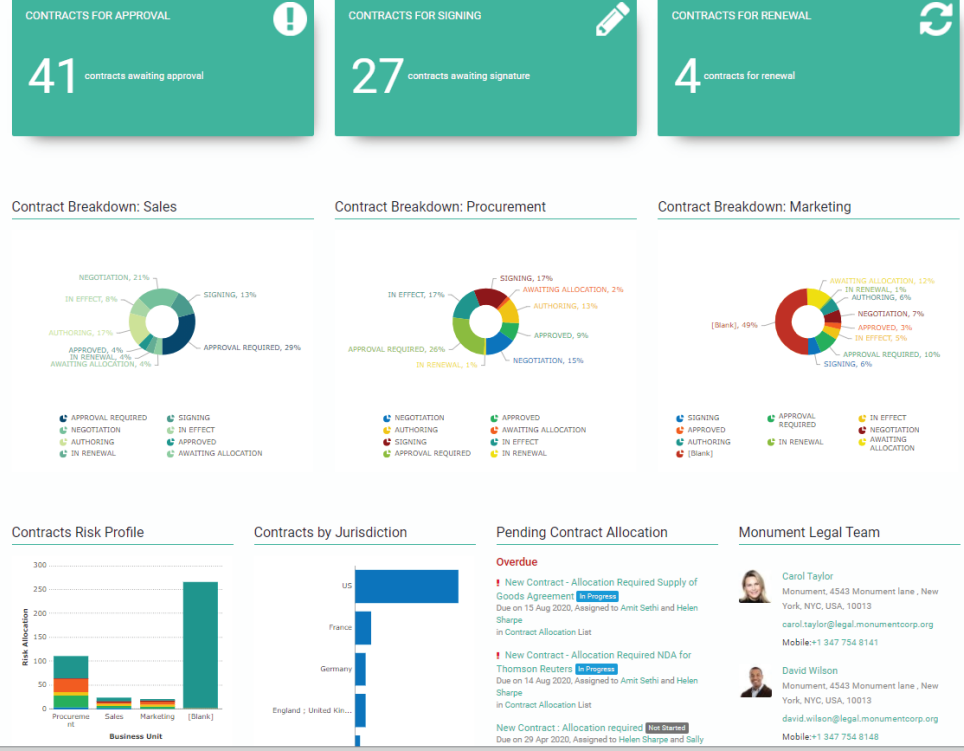
The screenshot displays the Monument Contract Tracker interface. The top navigation bar includes links for Home, Publisher, CLOC, ACC, HighQ.com, Legal Hub, Merger & Acquisition, HighQ Enablement, Legal Tracker, Contract Express, and Basic Site. The breadcrumb trail shows Contract Management > Dashboard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

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



Legal intake & self-service

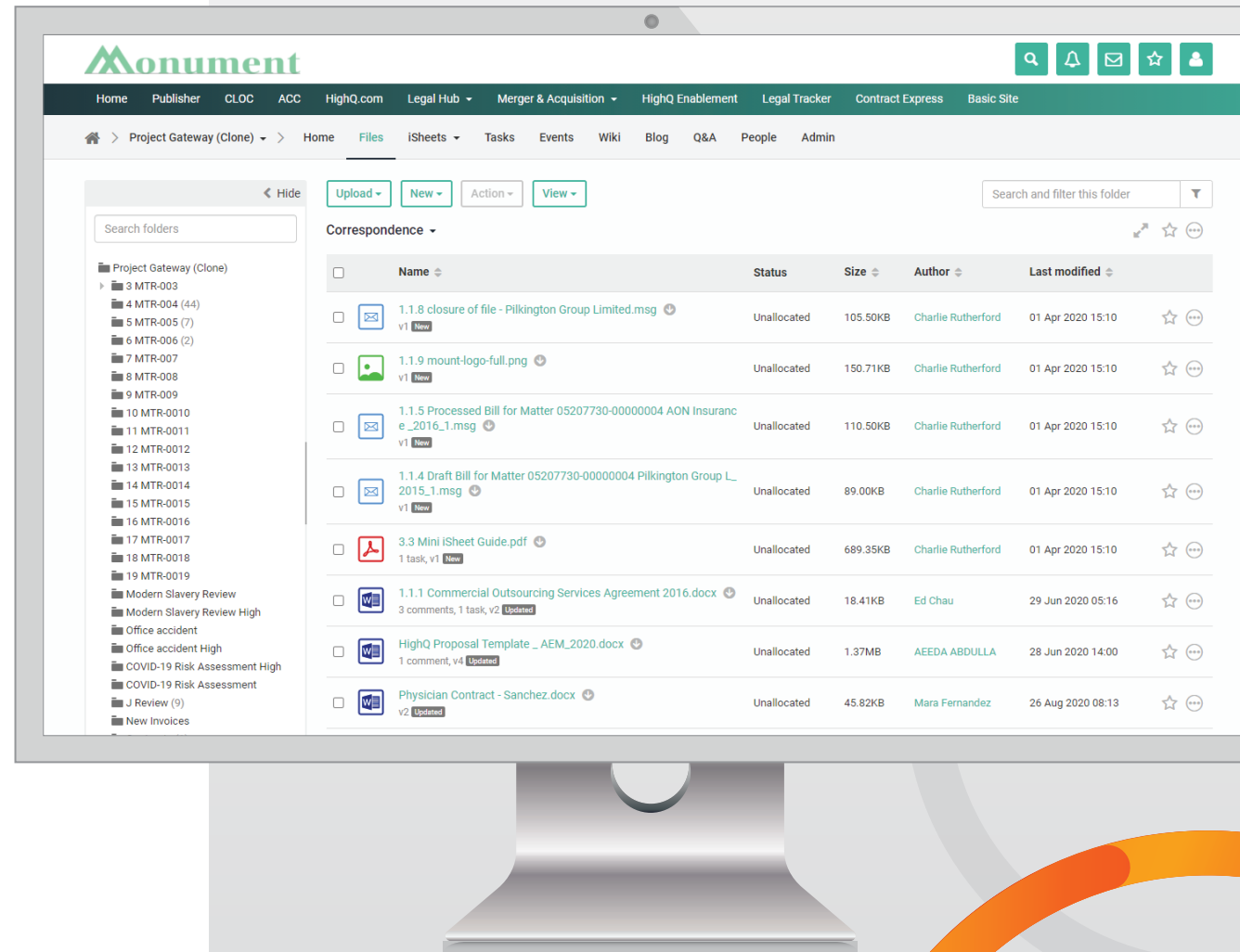
- ✓ matter numbering
- ✓ self-service process
- ✓ enterprise access
- ✓ knowledge portal
- ✓ project management
- ✓ review and approval
- ✓ outside counsel access
- ✓ tracking and visualisation

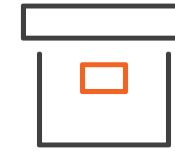




Document management

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





Matter management

- ✓ matter intake
- ✓ automated workflow
- ✓ matter template
- ✓ project management
- ✓ file share and sync
- ✓ vendor management
- ✓ outside counsel engagement
- ✓ tracking and dashboarding

Monument

MATTER INCEPTION (BY MONTH)

Month	Matter Name
March	6
April	6
May	7
June	8
July	5
August	7
September	4
October	2

MATTERS BY OUTSIDE COUNSEL

Donut chart showing distribution by outside counsel: Baker McKenzie, Pinsent Masons, DLA Piper, Latham & Watkins, Addleshaw Goddard, Armstrong Fischer, 1...

MONUMENT LEGAL TEAM

- Carol Taylor
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- David Wilson
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DOCUMENTS

- EXAMPLE NDA.docx (Updated)
- Supply Agreement.docx (New)
- Franchise Agreement 2020-2022.pdf (Updated)
- Franchise Agreement 2020-2022.docx (New)

TASKS

- Overdue
- New Matter F Due on 20 Sep in New Matter F
- New Matter F Due on 20 Sep in New Matter F
- Review the Due on 17 May in MTR-039 Lis

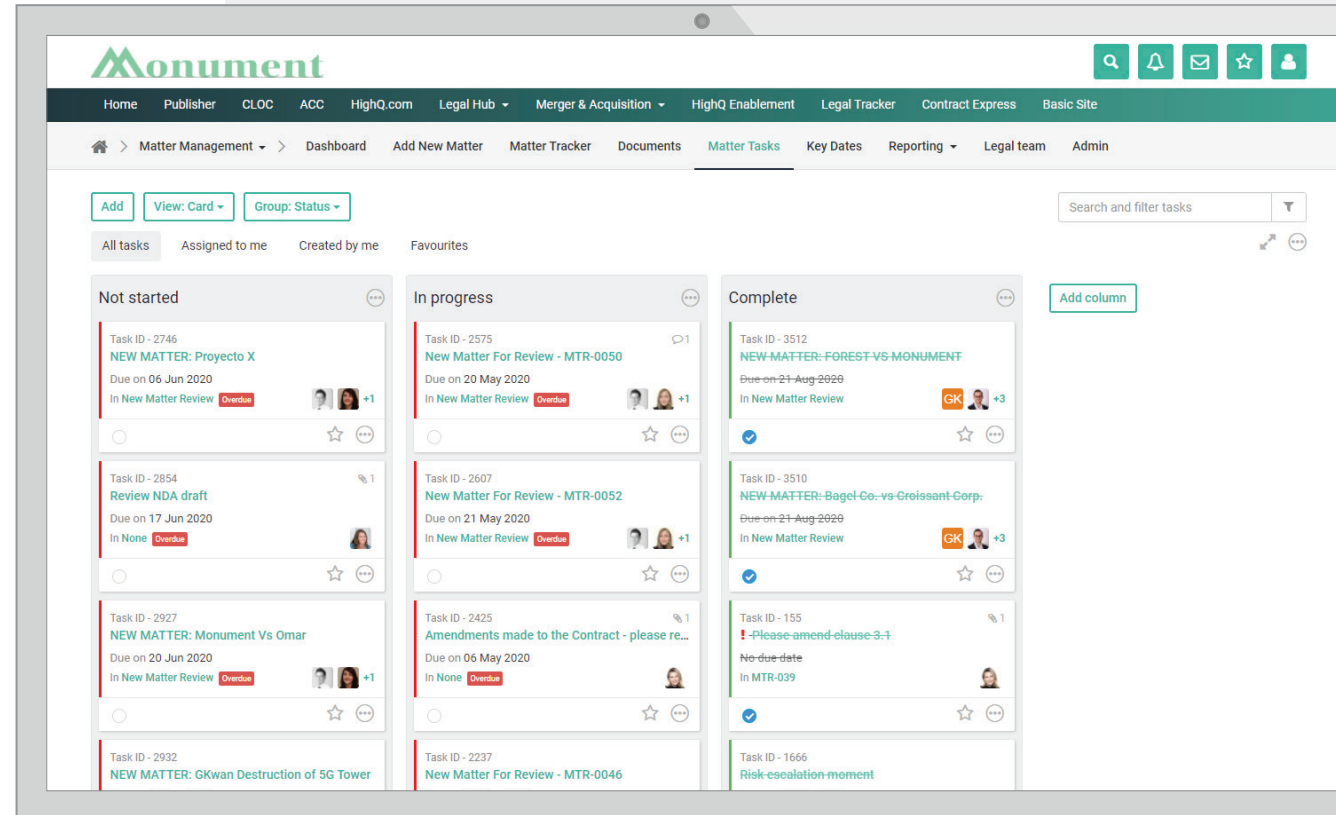
Mobile Phone Overlay:

- 10:40
- monument.highq.com
- Matter Management - Matter Tasks
- All tasks -
- Not started
- Task ID - 2746: NEW MATTER: Projecto X (Due on 06 Jun 2020, In New Matter Review, Overdue)
- Task ID - 2854: Review NDA draft (Due on 17 Jun 2020, In None, Overdue)
- Task ID - 2927



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

General Counsel's role i...

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

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



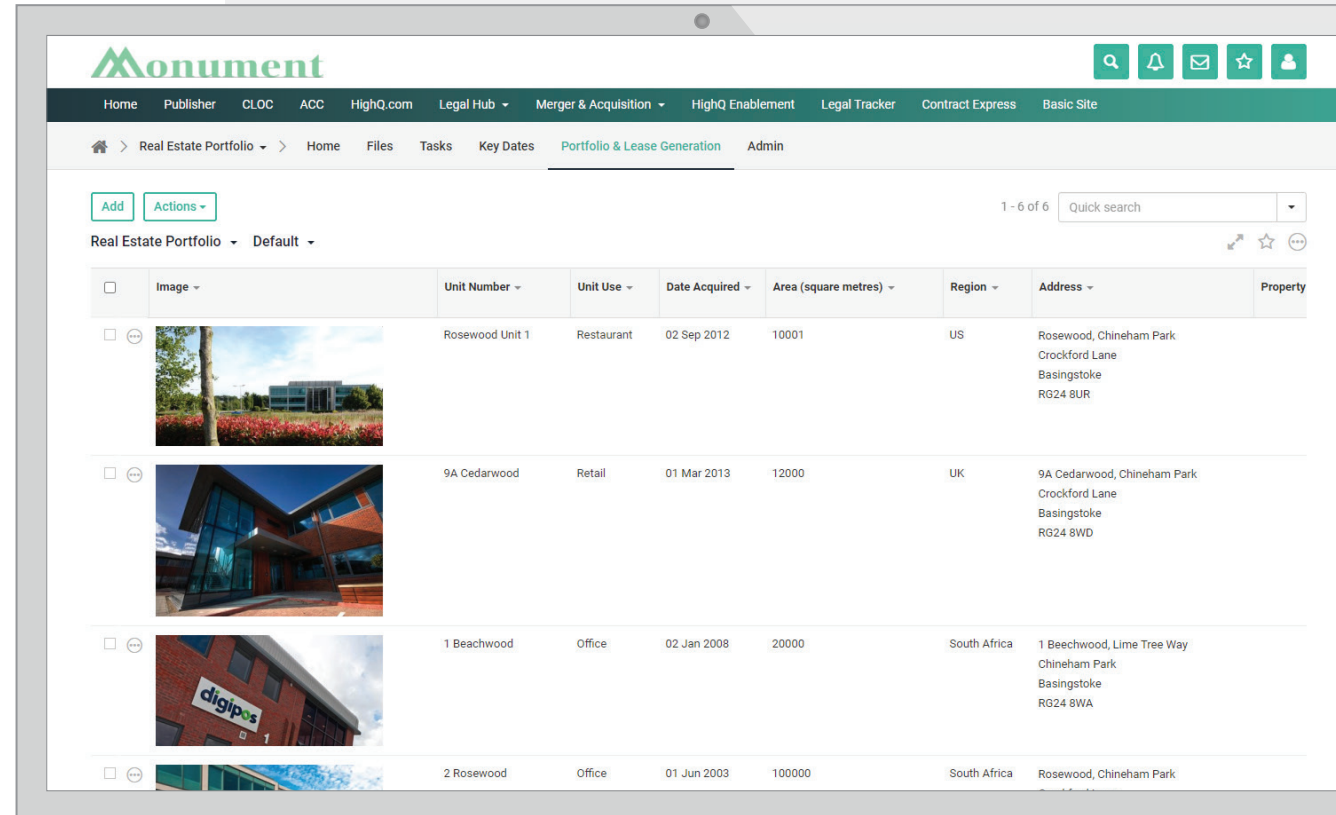
Knowledge management

- ✓ 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



Discover HighQ today.

The image features a light gray background with several faint, overlapping circular arcs. In the foreground, there are two prominent, thick, curved lines that sweep across the bottom right. The innermost curve is a vibrant orange, while the outer curve is a lighter, golden-yellow. These lines appear to be part of a larger graphic element, possibly representing a stylized 'Q' or a dynamic path.