CEREBRA
Empowering Your Enterprise

Cerebra Consulting, Inc.
Legal Matters Accelerator (LMA)

Public sector legal offices should be enabled, not limited, by technology.

Countless public sector general counsel, city attorney, and legal aid and advisory offices operate without a dedicated matters management solution, or use **outdated, and often restrictive, legal software**. Attorneys may resort to a **makeshift patchwork** of mechanisms and technologies to track data and documents, which **diverts time away from casework** and increases the likelihood of missed deadlines, missed data capture, and potentially the loss of critical digital documentation. **Reliance on email applications** for case or matter-related communication, task management, and calendaring is a common stopgap – but may not prove sustainable. For offices that are required to meticulously track and report staff's time management, **inaccurate estimates** are recorded in the absence of an integrated timekeeping capability. For offices *with* legal technologies in place, existing systems might **neglect to yield the known advantages of cloud-based solutions**, web accessible forms, modern design standards, and/or low-code, **configurable systems that can evolve and deliver value for decades**. This is a missed modernization opportunity.

> **LMA caters to public sector legal office requirements out the box, while offering unparalleled flexibility to evolve the system rapidly and easily as legislation and organizational needs change.**

Readily available features to meet your needs immediately.
- External and internal users can **process Freedom of Information Act (FOIA) / Public Information Requests**, pursuant to your jurisdictional requirements.
- LMA's **eDiscovery** module enables intuitive and secure document collection and sharing.
- From commonly occurring forms to jurisdictional codes and rules, **offices can easily import and templatize documents** for easy access, internal use, and distribution.

Easy tracking and reporting.
- View and quickly **retrieve case or matter status, data, and documents**, assigned tasks, calendars, and events.
- **Create comprehensive, shareable, reports** for detailed insight into matter statuses, attorney workloads, and more.
- Convert queries into **exportable graphs and charts**, which can be pinned to landing pages.
- **Track time and monetary costs** for each matter and/or work item.

Code-free tailoring of your solution.
- **Establish case and matter types**; define and assign them **agency or jurisdiction-specific workflows**.
- **Develop Task Types** so they are automatically prioritized and assigned to the appropriate internal teams or roles.
- Navigate, attach, **collaboratively edit, and create a variety of documents and forms** through our Document Management Module.
- Intuitive role creation and management to define data and feature access requirements for team and organizational members.

Promote collaboration, organization, and productivity.
- Easily **collaborate *within* the platform using Notes**. Tagging gives users the option to generate an email copy of the note to drive recipients back to the platform.
- **Automatic alerts** for pending deadlines, and calendar events with pre-set queues upon matter creation.