

THOMSON REUTERS LEGAL TRACKER ONSITE TRAINING

WHAT IS ONSITE TRAINING?

Thomson Reuters Legal Tracker™ (formerly Serengeti Tracker™) specialists will teach or refresh your department staff on the robust Tracker system with onsite training. Legal Tracker Professional Services will work with your department to tailor a curriculum specific to your needs, with emphasis on the areas of Tracker most integral to your department's success. They will help determine how much training is needed, who should be involved, which topics to cover, and the extent to which they will be covered. Classes can range from larger lecture-style environments to one-on-one sessions that address unique workflow processes of individual employees. Onsite training is designed to incorporate interactive and hands-on participation from your staff.

WHO NEEDS ONSITE TRAINING?

- Has your department recently purchased and implemented Tracker?
- Does your department want to utilize functionality in Tracker such as matter budgeting or reporting?
- Have you had significant staff turnover since Tracker was initially implemented?
- Do you have a new Tracker Coordinator?
- Could your staff benefit from refresher training and the opportunity to reignite their day-to-day Tracker interaction?

If you answered "Yes" to any of the above questions, onsite training may be the ideal solution for your department.

PARTNERS FOR SUCCESS

Legal Tracker Professional Services is a team of seasoned lawyers, IT, and financial professionals who possess intricate Tracker product knowledge and a core understanding of the specific challenges that legal departments face. Each consultant brings unique skill sets that range from expertise in general legal technology and legal department operations to product management expertise, technical skills and capabilities, and years of training and educational experience. Most importantly, the team is practiced in the art of listening and translating your department's needs into realistic and tangible solutions suited to your department's use of Tracker.

DELIVERABLES

- Training curriculum
- Training sessions

POTENTIAL TRAINING OFFERINGS

- Report Builder and onsite reports training
- Invoice approval and AP route processing
- Matter management
- Matter creation
- Budgets and accruals
- Analytics
- Documents, contracts, and FileZone
- Matter Upload
- Timekeeper Rate Review

CONSISTENTLY RATED NUMBER ONE

Legal Tracker (formerly Serengeti Tracker) is the world's leading legal matter management, e-billing, and legal analytics system designed for corporate legal departments and law firms. Part of the Thomson Reuters Legal business unit, Legal Tracker is consistently ranked as the top-rated solution for its ease of use, international features, and quick implementation.

To learn more, please contact your representative at **1-888-736-9587** or visit legaltracker.com.

