

LAWTRAC PROFESSIONAL SERVICES POWERWEEK IMPLEMENTATION



A carefully constructed implementation plan, with the assistance of an expert team, is the key to getting the project done on time, within budget, and with high user adoption at Go-Live. Our Lawtrac Professional Services team is able to deliver that level of success with our PowerWeek implementation approach. Based on our years of experience delivering enterprise legal management systems to corporations like yours, our proactive and collaborative approach with clients, along with a thorough project management methodology ensures a successful implementation. We are mindful of your investment in legal technology and are dedicated to delivering a rapid time-to-value solution that will allow you to realize an earlier return on investment.

LAWTRAC POWERWEEK SUMMARY

- Project planning to up-and-running in 4-6 weeks
- Majority of activities in **one PowerWeek**
- Resource dedicated throughout **PowerWeek** implementation
- Client use of internal resource time optimized for efficiency

LAWTRAC POWERWEEK IMPLEMENTATION

Guiding Principles

REDUCE IMPLEMENTATION RISK

- Experience in best practices
- Pre-defined implementation approach

PROJECT EXECUTION

- High degree of predictability, based on experience
- Proactive collaboration with client team

DRIVE USER ADOPTION

- User and vendor onboarding support
- Community classes and post implementation training

LAWTRAC PROFESSIONAL SERVICES

POWERWEEK IMPLEMENTATION

STANDARD POWERWEEK

1. PRE-POWERWEEK

- Initiate and prepare project
- Kickoff call with client and Mitrtech project teams

2. POWERWEEK

- Prepare and review initial screen design
- Demonstration Lawtrac
- Review requirements
- Client review/meetings
- Configure business units
- Review of standard reports
- Administrator setup/review
- Hands-on training
- Design documentation

3. POST-POWERWEEK

- PowerWeek review
- Go-Live

4. TRANSITION/ADOPTION

- Post Go-Live support
- Services to Support transition

ADVANCED POWERWEEK

1. PRE-POWERWEEK

- Initiate and prepare project
- Kickoff call with client and Mitrtech project teams
- Preparation client data

2. POWERWEEK

- Analyze client data
- Map data
- Prepare initial screen designs
- Prepare and review initial screen design
- Demonstration Lawtrac
- Review requirements
- Client review/meetings
- Configure of business units
- Review of standard reports
- Administrator setup/review
- Hands-on training
- Design documentation
- Convert data
- Review data conversion

3. POST-POWERWEEK

- PowerWeek review
- Go-Live

4. TRANSITION/ADOPTION

- Post Go-Live support
- Services to Support transition