

Create a solid digital roadmap

1. Audit:

Understand what the current technology situation is, in relation to current and future priorities of the legal department and the company.

- What systems are in use?
- What processes do they support?
- Do we use internal and external support?
- Is it on-premise or cloud-based?
- What systems are integrated/depend on each other?
- Can/Should the systems be integrated with a CLM?
- What data is provided by current systems?
- What budget do we have?

2. Plan:

Fill any technological gap so that legal can work most efficiently to support the corporate vision, strategy, and future legal needs. Think about where you want to be in the coming years, and what kind of technology will be available in the future.

- Where is the company going, and what legal needs will it have in the future?
- What are nice-to-haves, what are need-to-haves, and what is business-critical?
- What technology should be kept?
- What needs to be upgraded?
- What needs to be replaced?
- What technology could make it easier to do business with you?
- What processes can be more efficient? How?
- What processes can be automated?
- Where should our legal department be, tech-wise, in the coming 5 years?
- What solutions could benefit one or more processes and/or departments?
- What to build? What to buy?

3. Act:

With the research done, now it is time to act. Keep your long-term goals in mind. You need to plan a legal team that stays competitive and resilient in the future.

- Research the market
- Reach out to providers to see how they can help you
- Do demos
- Try different software. Many companies offer free trials
- Implement the technology that supports your legal team and that makes your company competitive today, and in the future