

HOW iMANAGE WORK GIVES LEGAL TEAMS



**THE DATA FOUNDATION
OF AI CONFIDENCE™**



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WHY THE TIME FOR LEGAL AI CONFIDENCE IS NOW

Legal departments and practitioners everywhere are under pressure to move faster, do more with less, and operate with greater precision. That's why 67% of General Counsels now plan to increase automation to help their teams handle rising workloads ([FTI Consulting™](#)).

But for a lot of teams, despite the promises of accelerated time-to-value, AI adoption can still feel full of uncertainty.

You need to be sure that AI isn't just fast. Every output needs to be grounded in your documents, institutional knowledge and standards. Explainable, trustable, secure — and defensible.

This guide shows that, with the right foundation in place, automation becomes less of a risk, and more of a strategic advantage. One that marries speed and precision with certainty and confidence, extending from junior members of the team to the C-suite.

Forward-looking legal teams are using iManage Work to embrace automation with confidence, embedding AI directly into their daily work, without increasing complexity or losing control.

Here's how.

LAY THE RIGHT FOUNDATION FOR AI-POWERED WORK



The more organized and accessible your company's knowledge, the more efficient your team and its automated workflows can be. This all starts with a solid data foundation.

Effective data architecture and data models create balance, enforcing data governance and security policies while making documents more accessible and useful.

That's exactly what iManage Work provides. A platform with built in AI that uses intelligent metadata classification to better understand and organize the documents it protects. The data architecture and data models woven into the iManage knowledge work platform provide the necessary roadmaps and signage for automated tools to perform their assigned tasks without a hiccup.

The result?

- ✓ Improved AI accuracy
- ✓ Faster time-to-value
- ✓ Lower operational and development cost

3.5 minutes

Legal and compliance team members save an average of 3.5 minutes when uploading documents using an AI-enhanced DMS, according to Forrester Consulting.

HOW TO THINK ABOUT METADATA



When you shop on a website, you may often filter the results you see based on key characteristics. For example, style, color, size, brand, or price. You then define the parameters of what you're looking for, and the search function presents items that meet your requirements.

We use metadata in a similar way. Metadata contains crucial information that describes the data being stored. For example: project or matter number, document type, author, editor, date created, and date revised.

Customized metadata tags create a treasure trove of searchable information. It might include project or matter type, version number, jurisdiction, status or disposition, and even comments. Extended text tags let you add lengthy descriptions that enable you to capture unprecedented detail.

Advanced metadata tagging and intelligent search features work together to retrieve documents that meet very specific requirements. You can perform full-text searches for keywords or phrases in the text of a document's current body or in prior versions.

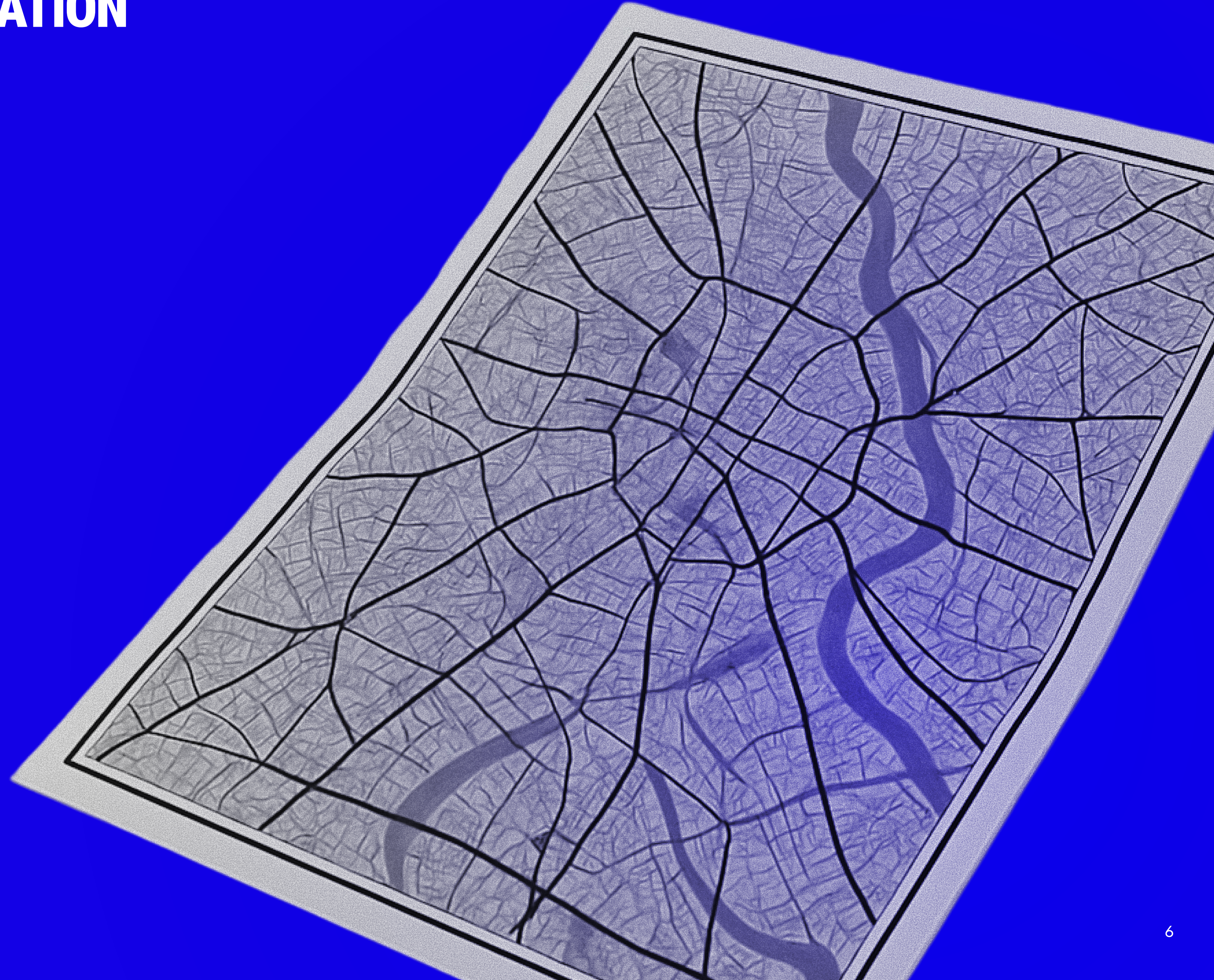
A QUICK OVERVIEW OF AI DATA ARCHITECTURE AND CLASSIFICATION



Data architecture is like a map of your data management processes, showing exactly how AI tools collect, analyze, integrate, store, and dispose of documents and data.

Document classification and extraction functions are key components of an effective data architecture. They enable AI tools to interpret a document's content and context.

Data models help AI tools navigate technology systems to find relevant information. Like a human without a GPS, AI doesn't know where to go without a model.



ENRICH, CLASSIFY AND SECURE YOUR DATA – AUTOMATICALLY



A competitive AI strategy is only as good as the data that supports it, and legal professionals need intelligent data architecture and classification capabilities to ensure this.

iManage AI Enrichment is how you turn your data into a sustained competitive advantage.

This built-in application automatically classifies documents by type, extracts key information points to preserve context, and saves the information with the document, enabling more accurate searches and improved productivity. In short, it is the easiest, most frictionless way to begin making your data more actionable.

AI Enrichment builds a strong foundation for AI, ensuring that the data pool you draw from is sufficiently rich to produce accurate, meaningful outputs. It provides valuable context about documents that makes it easy to surface files likely to contain sensitive details.

Automatically and at scale, AI Enrichment works to analyze and classify existing documents and new documents as they are added without requiring any additional input from workers. This reduces the team's operational burden and efficiently builds the essential foundation for successful AI delivery.

This is AI Confidence in action: automation that's intelligent, secure, and tailored to how legal professionals actually work.

So, what else can you achieve with iManage AI, without ever leaving the safety and security of the platform?

ASK IMANAGE TO GET THE RIGHT ANSWERS FAST



The percentage of legal requests answered by self-service tools designed for business users will increase from low single digits to at least 20% in the next three years — [according to Gartner](#). We think that estimate may be a bit conservative.

Legal professionals are anxious to use generative AI tools like ChatGPT, but companies have valid concerns about exposing their most sensitive content to third parties and generic consumer internet services. But there is a safer option.

Ask iManage is the advanced generative AI capability native to the iManage platform. Legal professionals can use natural language queries to quickly and safely source information from — and do more with — their knowledge resources.

Built directly into iManage Work, Ask iManage is a powerful AI assistant designed to accelerate daily tasks for busy professionals.

With Ask iManage, you'll get direct answers to specific questions or information queries without having to develop carefully crafted prompts. For example, asking what the governing law is for a non-disclosure agreement or the exact wording of a specific clause.

Ask iManage delivers accurate results that are directly tied to the source material, your documents.

You receive answers to your questions along with their origin. You simply click on an answer to be taken directly to the location in the document where it was found. Crucially, it also has embedded safeguards that protect sensitive and confidential data at all times, preserving your organization's intellectual property and reputation.

ASK iMANAGE TO GET THE RIGHT ANSWERS FAST



Generative AI is helping legal professionals boost performance

- ✓ AI is expected to save legal professionals about 12 hours per week in the next five years, equating to 200 hours annually (Thomson Reuters).
- ✓ More than two-thirds (70%) of in-house professionals use Gen AI at least once a week, with increased efficiency in task completion (86%) as the top benefit reported. (ACC/Everlaw)
- ✓ Over 70% of legal leaders will either begin or continue to implement Gen AI solutions in their teams in the next two years. (Gartner)
- ✓ 90% of corporate legal executives expect their Gen AI investment to increase over the next five years. (LexisNexis)

Integrating AI-driven efficiencies into secure, trusted workflows, Ask iManage redefines productivity and replaces tedious tasks with enhanced document management. This frees you to focus on confidently delivering exceptional results. But the advancements don't stop there.

In addition to providing secure access to natural language queries of your data within iManage, Ask iManage enables you to automate repetitive tasks like document summarization or comparison, clearing your schedule for higher-value work. And it fits into your workflows without missing a beat.

Opportunities for automation in legal teams are limited only by the imagination. Some of your automated workflows may be driven by document events such as approval status changes or expiration dates. You might also choose to auto-route documents to designated staff based on their remit. But once again, that's not all.

Using Ask iManage in Insight+, you'll get trustworthy answers grounded in your firm's best knowledge. And you can verify and re-purpose with ease, since source documents, citations, and related information appear alongside results for immediate oversight and validation. Taking advantage of the lightspeed search capability that Ask iManage puts at your fingertips in Insight+ will lead to measurable reductions in your team's search times.

But wherever legal professionals use Ask iManage, they get started quickly, with no expertise in AI prompting. It's an intuitive approach, choosing from predefined tasks with questions and prompt guidance.

Tasks execute rapidly, with high-quality outputs and clearly marked citations enhancing confidence in work quality, which is especially important in complex or high-stakes situations. Of all the tasks that come to mind, the stakes in risk and compliance could not be higher, or the possibilities more compelling.

ACCELERATED AI TIME-TO-VALUE, SO YOU CAN SCALE WITH CONFIDENCE

In the future, automation in legal work will be commonplace — but only the firms with the right foundation of knowledge in place will get the most value out of it.

With iManage, you can embrace that future on your terms. You'll empower your team with AI-enhanced search, classification, and workflow tools — without increasing risk or disrupting their routines. And you'll gain measurable efficiency while keeping your documents, your knowledge, and your reputation secure.

The era of AI-powered law has arrived. With iManage, you're ready for it.

THAT'S AI CONFIDENCE™

Find out more about iManage Work and start building AI Confidence today.

[Learn more](#)



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