



**iManage**

Making knowledge work

Shaping vision into outcomes

**Advance and enhance  
your business objectives**



**Knowledge is the new global currency – and to succeed, businesses need a direct, reliable, and sustainable route to optimizing their knowledge assets. Knowledge work, both implicit and explicit, thrives where knowledge workers are supported and their work product is valued.**

How does your organization manage knowledge to ensure that its workers remain productive? This includes how documents are shared and how their content becomes collective knowledge, how that goldmine is accessed, and the process for retiring end-of-life or rejecting ill-suited knowledge.

Do people connect, collaborate, and exchange knowledge with colleagues and clients easily? Are exchanges documented? How is the captured data structured? A highly collaborative work culture incentivizes knowledge capture within a framework that ensures interactions pay knowledge dividends.

Finally, what is your organization's knowledge and information architecture strategy? Combining efficient processes with strong collaboration and thoughtful, governed knowledge collection and storage yields better results with less effort in less time.

*“As we move from the information age to the imagination age, technology is evolving from helping workers produce outputs to enabling humans and teams to focus on outcomes, making work better for humans and humans better at work.™”*

Deloitte Insights – Powering human impact with technology





Current **generative AI** and other technologies have the potential to automate work activities that absorb **60% to 70%** of employees' time today.



**87%** of business leaders believe that developing **the right workplace model** is important or very important to their organization's success.

**24%** feel their organization is very ready to address this trend.

Source content is accessible via text in **bold**

## Staying relevant

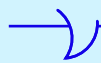
The drive to maximize results and minimize effort and time has never been stronger. Businesses understand that siloed knowledge, legacy technologies, and cumbersome document management practices no longer measure up. Processes can't limit productivity or co-working. As hybrid and remote work redefine the workplace, successful knowledge workers require a collaborative, people-first, technology-enabled culture.

## Sustainable business outcomes

Improving document workflows with processes that support knowledge acquisition is a top priority. Organizations want to connect people faster and build greater value, with minimal investment, in technology that meets their present and future needs. The iManage Cloud platform is designed to follow a moving target. With powerful tools to democratize knowledge, iManage helps customers harness innovation to drive performance at scale and produce sustainable business outcomes as they grow.

“

With iManage on Microsoft Azure and both organizations finding new ways to use AI, I expect more efficiencies, more automation, and ever-better ways of leveraging knowledge.”



**Joe Fousek**, Industry expert, Former CIO

## About iManage™

iManage is dedicated to Making Knowledge Work™. Our cloud-native platform is at the center of the knowledge economy, enabling every organization to work more productively, collaboratively, and securely. Built on more than 20 years of industry experience, iManage helps leading organizations manage documents and emails more efficiently, protect vital information assets, and leverage knowledge to drive better business outcomes. As your strategic business partner, we employ our award-winning AI-enabled technology, an extensive partner ecosystem, and a customer-centric approach to provide support and guidance you can trust to make knowledge work for you. iManage is relied on by more than one million professionals at 4,000 organizations around the world.

Visit [www.imate.com](http://www.imate.com) to learn more.



Powerful search capabilities, automatic assignment of metadata, and predictive filing of emails saved iManage users

••• **240 hours** annually – worth **\$3.8 million** over three years.

## Identifying productivity barriers

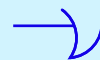
Inefficient document management hinders knowledge worker productivity. Are your processes efficient, well-designed, and widely adopted? Do you evaluate their ongoing effectiveness and update them as the business grows? If co-authoring is a chore, you risk curbing opportunities to expedite the work process and losing the potential fruits of those collaborations and the value they bring to the organization.

## Mobile-first for the win

iManage Work document and email management offers unparalleled flexibility and mobile-first design enhanced by decades of customer suggestions. Built-in AI-based smart features boost your team's productivity while the iManage Mobility app enables work from anywhere, anytime, on any device. Track co-authored changes in real time, ensuring a complete and accurate final version. People work faster, better, more securely, and you win more business.

“

iManage is mobile. It's modern. And it's a key part of our cloud adoption strategy.”



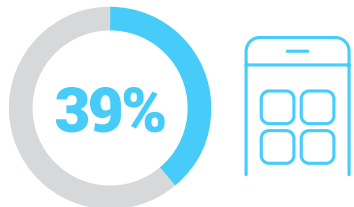
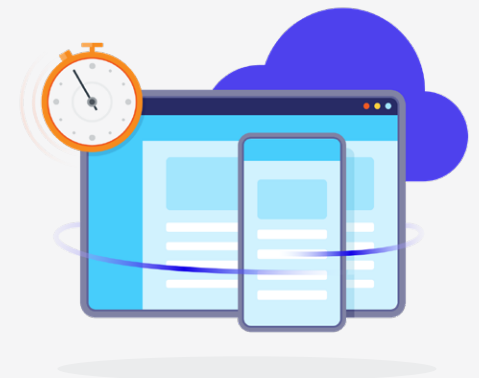
**Jason Evans**, DMS & Application Technical Lead,  
Charles Russell Speechlys

## How to achieve more, with unparalleled flexibility

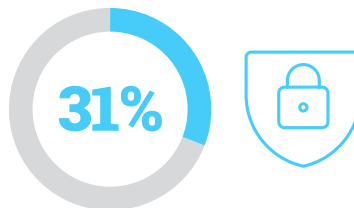
**iManage Work** enables organizations to manage documents, emails, and chat conversations efficiently and transform individual knowledge into institutional knowledge for better business outcomes. Users adapt quickly to its modern, intuitive interface and are soon delivering their best work.

**iManage co-authoring** simplifies collaboration to accelerate the document creation process and enable all team members to contribute. Changes save and synchronize in real time within the protection of the iManage ecosystem. Collaborators review and accept edits, view a complete document history, and verify the final version is accurate and complete.

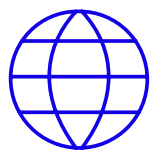
**iManage Mobility** app allows knowledge workers to transition from their desktop to their smartphone or tablet without sacrificing productivity or security; access, edit, search, and share documents from anywhere.



of organizations worldwide indicated that **secure remote access to data, applications, and content is a major concern.**



said security of home networks and personal devices is the biggest IT challenge in supporting flexible work models.



**\$2.6 – \$4.4 trillion**

research estimates that **generative AI** could add this amount annually to the global economy.



**\$200 – \$340 billion**

additional value the technology could deliver annually across the banking industry.

## Weighing value against risk

Laborious manual tasks steal time from higher-value activities. Doing repetitive work at high volumes also raises the risk of errors. But new technologies like generative AI used without adequate grounding or guardrails can create security, governance, and ethical risks that include exposing proprietary data, content hallucinations, compliance issues, and security breaches.

## Security, data accuracy, workflow

Knowledge workers work smarter, faster, and safer through AI-powered services and applications. iManage AI Enrichment, Ask iManage and Mailbox Assistant comprise a unique approach to AI that ensures the information in your content stays on our platform, protected by the highest levels of security and governance.

“

Technology does not magically make things better. It takes hard work, good people, and a great platform, and that is why our project has been so successful.”

—

**Colin Gin**, Asst. General Counsel,  
Asian Development Bank

## How to mine AI's potential safely and securely

**iManage AI** is a set of services and applications on the iManage platform that enable knowledge workers to work smarter, faster, and safer. The iManage approach is practical, building AI capabilities into our platform and delivering the data foundation so essential to the effective application of generative AI. As stewards of our client's most valuable information, we are focused on empowering our customers to take advantage of AI's potential both securely and ethically.

**AI Enrichment** classifies and extracts information from documents, dramatically enhancing their business value by enabling deeper and more accurate information search.

**Ask iManage** is a generative AI natural language assistant that enables users to have a conversation with a document or set of documents, find and extract information, and automatically summarize key data points.

**Mailbox Assistant** applies AI to automate and streamline tasks like filing emails and saving attachments.





Total **annual productivity losses** due to inefficient knowledge sharing range from **\$2.7M** with 1k employees to **\$265M** with 100k employees.



**60%** of employees report that it is difficult, very difficult, or nearly impossible to **obtain information needed** to do their job from their colleagues.

**5.3 hours** per week are spent by employees **waiting for information**, having a major impact on project schedules.



## The high cost of hidden knowledge

Finding institutional knowledge, work product, or vital data points can be difficult and time-consuming. The organization's best work can inform knowledge workers' task, but that knowledge must be current, accessible, and contextualized for reuse. Without a system or workflow to capture, organize, share, and preserve critical know-how we pay a high price in lost efficiency.

## Deliver critical access

Some organizations deploy large-scale knowledge management (KM) solutions but many prefer a lower-cost option with faster implementation. iManage Insight+ knowledge search and management fills the gap, capturing knowledge as workers perform their regular tasks. Using Insight+ maximizes your existing iManage investment, providing access to your collective business know-how in granular detail. Insight+ is native to the iManage Cloud platform, with its need-to-know security, configurability, scalability, and integration with iManage Work.

“

iManage has been the catalyst for company-wide transformation and helped us define best practices and higher standards around managing and protecting our knowledge assets.”

—

**Thomas Kroupa**, Head of IT, CMS Austria

## How to advance & enhance your knowledge

**iManage Insight+** grants users immediate access to your organization's best examples of work product, templates, and knowledge resources — while observing all appropriate permissions and compliance considerations. Our knowledge search and management solution provides a robust toolset for creating and maintaining a knowledge library, with enhanced metadata fields and taxonomies for documents, workflow automation through Power Automate, and a powerful content search interface. Users can also use the “Ask Knowledge” capability (currently in beta versions of Insight+) to harness generative AI for natural language search of your organization's knowledge assets, templates, and best practices, with citations and links to specific materials.

Organizations choosing iManage Insight+ can advance and enhance the value of their investment in the iManage Cloud while inheriting its security, configurability, and centralized data architecture. Knowledge managers with Insight+ can help their colleagues deliver quality work faster and more effectively. Work lets you create your work product, and Insight+ helps you find and share it seamlessly.

## 38 days

is the average **time taken to finalize a deal** following announcement – up 31% from 2010.

Midsize deals average 106 days, while large deals average 279.



## Manual deal closings

Deal closings (such as a merger or acquisition, for example) often involve hundreds of documents to be negotiated and include many executed signature pages. Absent a holistic view of the deal's progression, the typically long, disjointed email chains in complex deals can lead to version control issues and render the process a time-consuming chore.

## Collaborative close and deliver

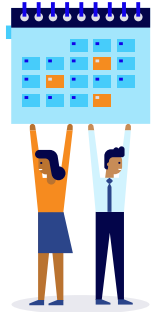
iManage Closing Folders enhances legal transaction management by giving the whole team a single, central view. Inviting other lawyers into your deals ensures that everyone can inspect the closing room digitally and verify what they are closing on. Clients have visibility into deal progress and review documents at their convenience, for their peace of mind, while the increased transparency helps avoid any confusion that might otherwise arise.

## How to accelerate the closing process

**iManage Closing Folders** empowers attorneys to spend less time on administrative tasks and more time working together to close the transaction and deliver for clients.

Closing Folders creates a single centralized view of the deal and its associated tasks to improve collaboration and reduce risk in legal transactions. Complex transaction checklists, workflows, and signature processes are automated, enabling real-time reporting of deal status and next steps, while advanced AI automatically identifies signature pages and streamlines the signing process for all parties.

Native integration of Closing Folders with the iManage platform ensures a single source of truth for transaction documents from creation through closing and maintains full security and governance of content throughout the process.



## 7.47 hours

Leaders report teams lose the equivalent of **an entire workday** each week due to issues like resolving unclear communications or following up on requests.

## 9+ in 10

More than nine in 10 business leaders say poor communication impacts productivity, morale, and growth, **citing impacts** such as increased costs, missed or extended deadlines, and reputational erosion.



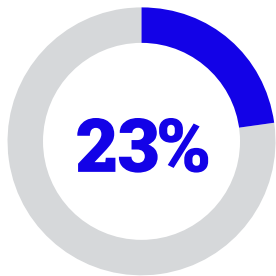
iManage Closing Folders is going to help propel us into the future and set us apart from our competitors. It's a game changer."



**Chris Cummings**, Director of IT Operations, Klein Hornig



of surveyed business leaders believe that using **new, innovative technology** to improve work outcomes and team performance is important to their organization's success.



of executives have enhanced their company's technology stack in an attempt to **boost productivity** in the past six months.

**78%** of those who are **most productive** are more likely to be using automations and they are 242% more likely to be using AI compared with their less-productive counterparts.



## Technology's promise

Conventional approaches have not fully delivered on technology's promise to end the drudgery of repetitive labor. In a period of disruption, time is our most precious resource. Executives and IT Managers eagerly anticipate new, more efficient ways of working, but innovations may fail to translate into practical efficiencies as profitably as they hoped.

## Beyond the everyday

Ongoing advancements in iManage solutions support completing work faster with fewer errors and greater transparency. iManage Tracker task management works within iManage Work to organize and manage your reviews and approvals, identify roadblocks, and monitor project status. Our Microsoft partnership further empowers knowledge workers to streamline their work. For example, by using Microsoft Power Automate tools, users can connect documents with automated workflows and business processes.



Clients need to see value in the work. Tracker frees our lawyers from mundane tasks so they can better apply their expertise to higher-value work."

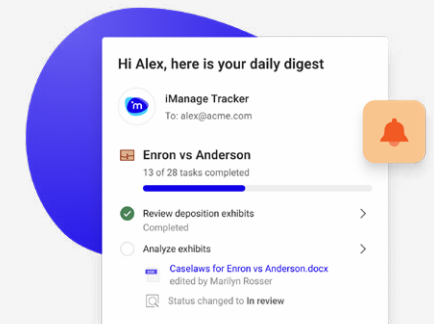


**Katrine Gilleece**, Business Developer, Svensson Nøkleby

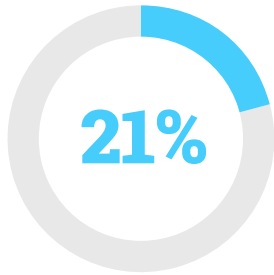
## How to optimize your workflows

**iManage Tracker** is the first and only task management solution fully integrated with the iManage platform. Tracker drives collaboration by providing full transparency into projects, so every team member can view open tasks, timelines, and status, improving visibility and reducing risk. Tracker empowers knowledge workers to take control of their work by organizing tasks and content at the project, matter, or client level. Built natively into the iManage platform, Tracker is able to connect tasks and workflows directly with the associated documents and emails.

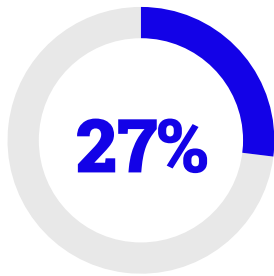
**iManage offers deep integration with Microsoft Power Automate** to further streamline tasks by using low-code tools to build custom content-driven workflows. Organizations can drive additional value from content resources in the iManage platform and reduce their total cost of ownership by enabling modular and customized work processes with Power Automate.







21% of ILTA survey respondents ranked **“information governance”** as one of their top 3 technology issues or annoyances – the highest it’s been in 4 years



27% of ILTA survey respondents cited **“security compliance/ risk management”** as one of their top 3 technology issues or annoyances

## Information overload

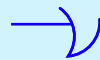
Data overwhelm plagues modern organizations – and deciding how that information is managed, shared, accessed, archived, and disposed of is a tall order. Governance must adapt quickly to a changing regulatory landscape in a dynamic, often hybrid or remote, work environment.

## Centralize your records

Making access simple, straightforward, and built-in is pivotal to good governance. iManage Records Manager centralizes records management to improve visibility of electronic and physical content across the organization. The entire life cycle of your documents and information is embedded with security and governance that observes all of your requirements. At the same time information is easily accessible to those who are authorized to see it. The iManage platform is architected from the ground up to keep sensitive information both visible and secure.

“

It’s a marriage between technology and business. Any documents we create outside of iManage flow into it perfectly and are easily accessible.”



**Jack Recinto**, Manager of Application Development,  
Vedder Price

## How to take control of your knowledge life cycle

**iManage Records Manager** improves the visibility of content across the organization while minimizing the risk of data exposure with consistent retention and disposition rules that enforce governance policies. The central interface enables you to manage both physical and electronic records and to create, apply, and monitor records across multiple repositories while automating the defensible disposition of electronic or physical content.

Records Manager helps organizations reduce costs associated with physical and digital storage by keeping only records that must be retained. You maintain your alignment with evolving regulatory compliance rules by applying consistent, intuitive approval workflows to hold or dispose records.



# Advance and enhance your business objectives

In a knowledge economy, a logical benchmark for business growth is knowledge acquisition. How accessible is yours? iManage helps businesses optimize their work environment for the most rewarding customer and employee experiences. Critical business intelligence and data are always protected in the iManage ecosystem, while users enjoy “life-saving” capabilities such as real-time co-authoring, best-in-class file sharing, and best practices in capturing and retrieving valuable in-house knowledge

Advance and enhance your knowledge with a single source of truth that empowers your teams to be productive from anywhere. While you amplify your business outcomes, your sensitive content is safe and secure on our centralized knowledge work platform. You can lift your potential by using our solutions to:

- ✓ Streamline digital processes with built-in artificial intelligence services
- ✓ Build knowledge dividends with effective connections and collaborations
- ✓ Minimize data exposure risks following cloud infrastructure best practices
- ✓ Manage the lifecycle of your knowledge while improving content visibility
- ✓ Deliver quality work faster via granular access to collective know-how

## Enabling knowledge workers across the world to advance and enhance



VedderPrice



SVENSSON  
NØKLEBY



RSM



Contact us for a [demo](#) or visit our [website](#) |

[Learn more](#)

## How iManage helps you make knowledge work

iManage is dedicated to making knowledge work by enabling organizations to uncover and activate the knowledge that exists inside their business content and communications.

We're committed to helping you and your business make knowledge work in four core ways:



### Create

Find and create value inside your organization and activate your expertise.



### Collaborate

Connect and share safely anywhere and eliminate friction to make faster, better decisions.



### Protect

Manage and protect the IP under your care by embedding governance security into your workflows.



### Innovate

Innovate with confidence in our ecosystem of partners and integrations.