

# Litera Desktop - Word Ribbon Design Services



## Description

Litera's Word Ribbon Strategic consulting is a comprehensive service to provide guidance to consolidate a firm's Microsoft Word ribbon, streamlining their Word and its add-ins through customization.



## Pain Points

- **Inappropriate Design** – The Word ribbon is not designed with legal workflows in mind.
- **Workflow Inefficiencies** – The lack of a streamlined workflow via the Word ribbon can lead to inefficiencies.
- **Solution Provision** – This offering helps solve workflow related issues and inefficiencies via ribbon customization.



## Outcomes/Benefits

- **Workflow Analysis** – Workflow Analysis and Best Practice Recommendations.
- **Design Concepts** – Overview of Ribbon design concepts.
- **Optimization** – Ribbon Design to optimize the Customer's workflows.
- **Ribbon Management** – Managing the Ribbon with DocXtools.

### Deliverables:

- Updated Word Ribbon via DocXtools and CustomUI files.



## Firm Resources Required

- **Firm Sponsor** – Provide access to staff required for workflow discussions.
- **IT Team** – Provide access to firm's current Word environment.