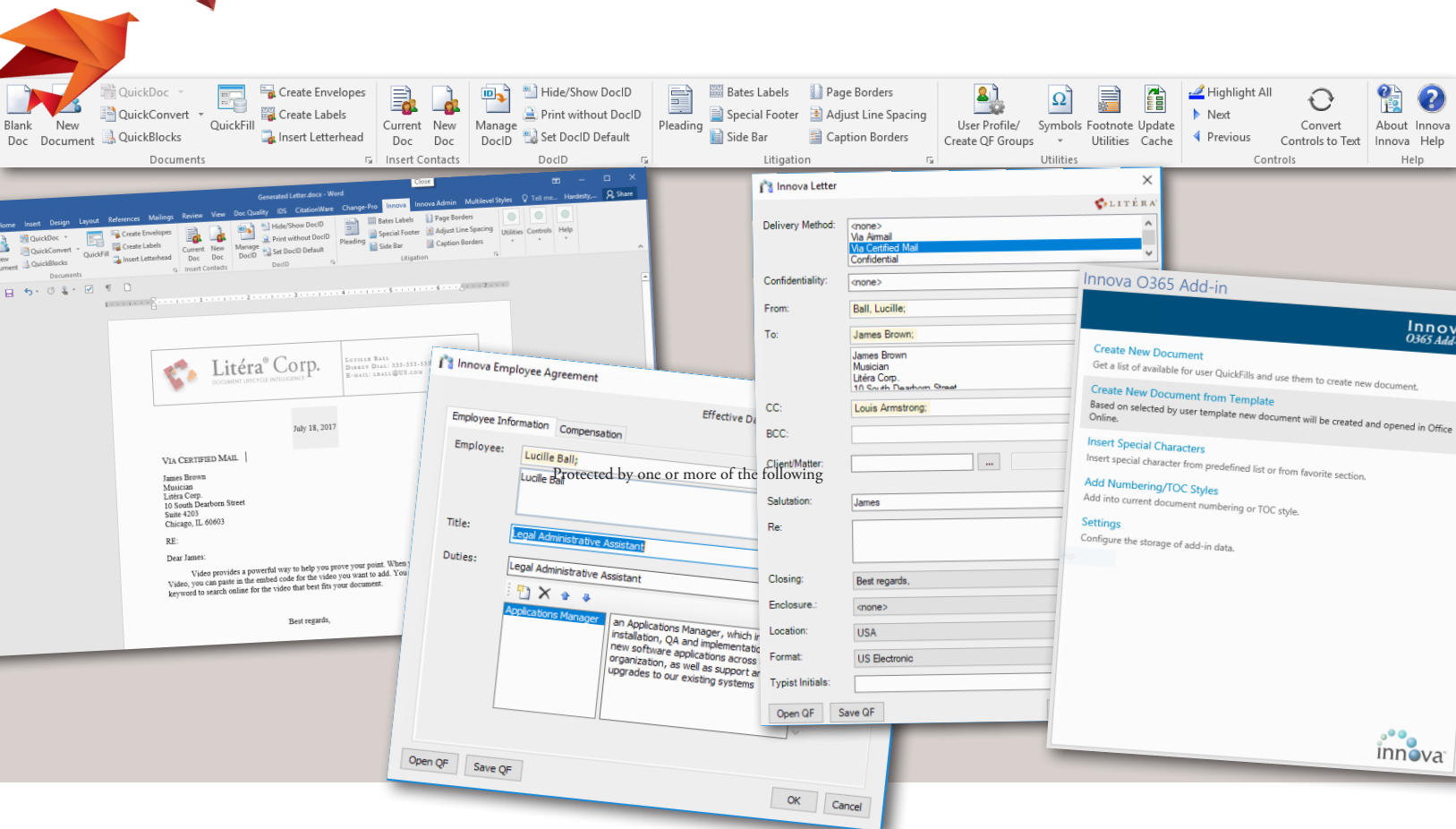


*Document Automation for Global Enterprise*

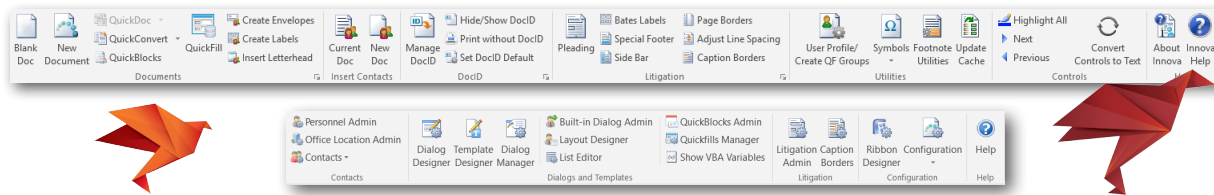


innova™ lets users create documents based on customizable templates that don't need an expert to maintain them. innova™ provides a diverse spectrum of structures from personalized memos to pre-loaded legal pleadings, a large collection of pre-designed templates, dialogs, and formats, along with advanced numbering and document bi-directional capabilities.

- **SharePoint** integration
- **DMS** integration
- Manage myriad **Document Automation** workflows
- Leverage firm-wide **data repositories**
- **Scalable** to business needs
- Build **templates**
- Create **Labels**

*"Instead of having to wait two weeks for a new or modified template, users can have it in one or two days."*

Maria V. Hutchinson  
Senior Desktop Engineer  
Weil



### QUICKBLOCKS

Preview or search for clauses and other blocks of text using the innova™ QuickBlocks feature, then easily insert them into your document for rapid drafting or assembly of documents.

### INTUITIVE USER EXPERIENCE

innova™ guides users to create polished, standardized documents quickly. Easily locate templates by using the quick search feature, then pin them to Favorites.

### DATA RETRIEVAL

Data retrieval via QuickFills and QuickDocs allows users to enter information once and recall it with one click. User preferences and common information can be automatically inserted into any innova™ document, streamlining creation and saving significant time.

### NUMBERING

Manage all aspects of multilevel styles. innova™ numbering leverages the standard heading and TOC styles built into every Word document. Add unlimited numbers of different schemes in any document. Preview Mode allows users to see the numbering formatting before applying it to the document. Create Discovery Headings exceeding the 32-character limit imposed by Word, and effortlessly manage Patent-style numbering demands.

### DOCID

DocID feature ensures document identification and offers flexibility with seven different positions and an unlimited number of layouts that preserve existing footers. Automate insertion of DocID stamp on select pages and locations. Automatically convert MacPac, Payne, and iManage DocIDs to innova™ DocIDs. Set innova™ to auto-sense when to insert a profiled or non-profiled document stamp.

### QUICKDOC/QUICKCONVERT

Repurpose a document while maintaining the integrity of the original. QuickConvert allows the conversion of any native Word document into an innova™ template-based document.

### TABLE OF CONTENTS

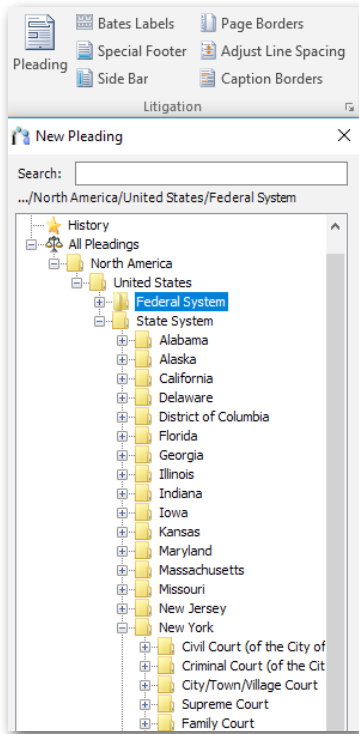
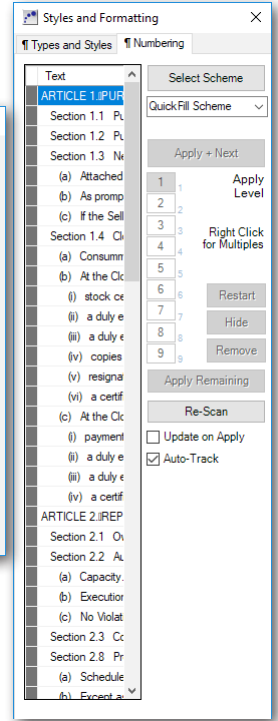
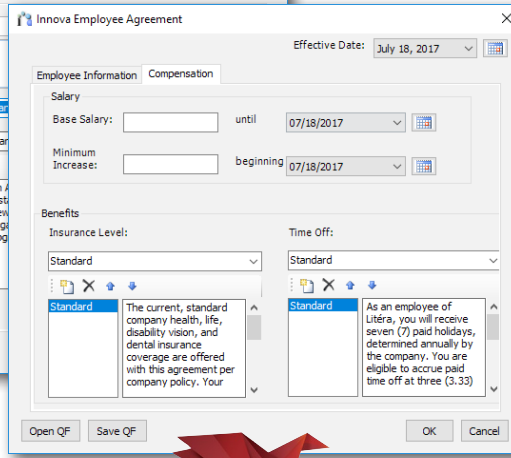
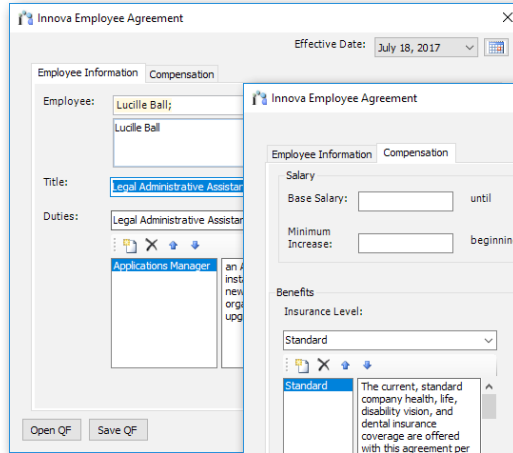
Generate multiple tables of contents for any document and save settings in QuickFills for consistent document formatting. TOC definitions can be distributed to groups as well as defined individually.

### PLEADINGS

Create pleading templates for federal and state courts, ensuring consistency and accuracy. innova™ includes pleading templates for all 50 states in the federal courts system and 25 states in the state courts system.

### DMS INTEGRATION

innova™ integrates with all major DMS platforms and supports front-end profiling configuration common in Europe. CRM systems such as InterAction and Outlook, Active Directory and client matter data are also integrated out of the box.



### DOCUMENT QUALITY TOOLS (DQT)

Document quality improvement tools are a core component of the Litéra innova™ document automation platform, offering two main feature sets: document cleanup and application of styles, including innova Multilevel styles and non-numbered paragraph styles.

### DIALOG DESIGNER

Create and manage letters, memos, Certificates of Service, pleadings, custom templates, company-wide styles and settings easily with the drag-and-drop development platform - no programming required. Organize dialogs by security group and/or office location. Utilize an unlimited number of document types for enhanced template organization. Document assembly capabilities include a multi-tab control, gender control, and a clause control for handling the insertion of clauses. The Reviewer role allows for the approval process of dialogs and templates to be delegated to others in the firm for peer review.

### CACHE MODE (TWO-WAY SYNCHRONIZATION)

Cache Mode allows for seamless off-line functionality. With easy transition between network and offline modes, the cache file can be synchronized between the central SQL database and local SQL Compact Edition when opening and closing Word, at session intervals, on demand or via script file.

### EASY TO UPGRADE

An upgrade utility handles migration of all templates, user interface design, QuickFills and system configuration settings. Step-by-step documentation guides the process.

### SYSTEM REQUIREMENTS

- Microsoft® Windows 7, 8, 10 (32-bit and 64-bit)
- Microsoft SQL 2012, 2014, 2016
- Microsoft Office 365 ProPlus 32- or 64-bit, Office 2010, 2013, 2016 32- or 64-bit
- 2.0+ GHZ Processor
- 2 GB RAM, 4 GB recommended

### INTEGRATIONS

- iManage®
- OpenText eDOCS
- Wordlox
- Microsoft Dynamics® CRM
- NetDocuments®
- Microsoft® Office & Office 365
- Cole Valley ContactEase
- LexisNexis InterAction
- Novell GroupWise
- Lotus Notes

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