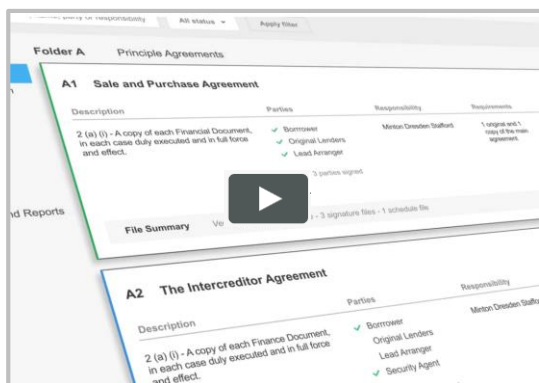


Workshare Transact

Running your deal through Transact

What is Workshare Transact?



Traditional management of deals is time-consuming and arduous for all parties. Legal transactions can involve hundreds or even thousands of files and law firms are now looking to technology to improve this process.

Workshare Transact helps lawyers run transactions efficiently and effectively. Lawyers create online workspaces **based on the documents checklist** for their deal. This provides the working group with a structured repository for versions and other files throughout the course of the transaction, giving a host of benefits as set out below.

<< Please see the 2-minute Transact product overview video for an introduction to the application functionality.

How is a deal run through Transact?

- The first law firm (e.g. acting for the Buyer) sets up a workspace and creates the documents checklist within Transact
- The opposing firm(s) and, if preferred, client organizations are invited to join the workspace
- Status notes and labels are added to each checklist item as the transaction progresses
- Draft versions and other files are added into the checklist by the participants organizing them intuitively for all parties and moving file exchange away from email
- Workshare comparisons automatically generated between versions
- During the closing, Transact collects and tracks signed agreements, signature pages and schedules
- Post closing, Transact's built-in tools enable the bible to be created quickly and easily

What are the benefits?

- The deal process is moved away from the inbox, reducing email traffic
- All parties can instantly find any circulated version and be certain that it's the latest one
- Deal participants simply log on to track the status of individual checklist items or the deal as a whole
- Productivity for law firms is gained at every stage, particularly in terms of document sourcing, sharing and organization and on closing binder creation
- Risk is mitigated at the closing as Transact clearly tracks all signed agreements and signature pages

For more in-depth information on how Transact works, [please click here to see our guides and videos](#).

Workshare Transact

Technical information

Data storage, security and technical overview

- Workshare Transact sits within the Workshare Connect cloud platform that has provided secure file sharing and collaboration to law firms for over 6 years
- Files can be stored in the firm's choice of Amazon file storage locations worldwide, or on-premise with Workshare's hybrid solution
- Firms with global offices can elect to store files locally to each relevant team
- Workshare operates to the highest security standards and holds the ISO 27001:2013 certification
- Workshare offers 24/7 support and Transact includes access to the Intercom service for direct support from the Transact team, including three qualified transactional lawyers
- Workshare integrates with all the major document management systems (DMS), including iManage, Worldox, NetDocuments, OpenText and SharePoint, so files can be uploaded and downloaded between Workshare and a DMS via installation of the Workshare Desktop app



Certifications



Data storage
to suit your needs



Robust
infrastructure



Controlled access
& authorization



Controlled personnel
and processes

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