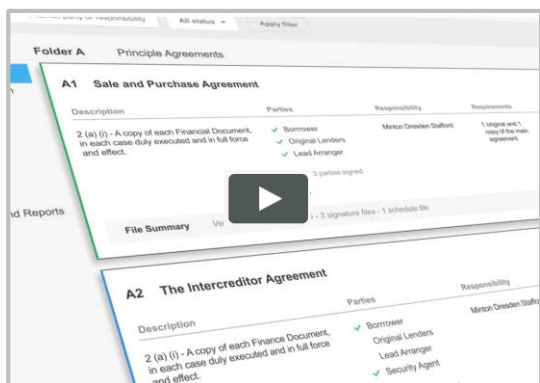


# Workshare Transact

## Run a closing & create a closing binder

### What is Workshare Transact?



Traditional management of deals is time-consuming and arduous for all parties 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 or CP checklist** for their transaction. Used internally, this provides deal teams with a structured, organized workspace to manage closing files, and create the closing binder, quickly and efficiently.

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

### How is a closing run through Transact?

- The documents checklist for the deal is created in Transact, rather than in Word, with deal status tracked through the workspace
- The checklist can be exported in Word or PDF for circulation to external parties
- At the closing, execution versions, signature pages and schedules received by email are collected into position in the Transact checklist
- Transact tracks signatures received, giving a clear view of what's outstanding to close
- Post-closing, fully executed copies of documents can be created quickly within Transact's built-in PDF editor
- A bulk download of all final versions together with a styled, branded, hyperlinked index provides everything you need to create a CD binder for your client

### What are the benefits?

- Time spent on closing binder preparation is reduced by around 75%, as estimated by our users
- Clients receive their bible within 48 hours of closing every time, while the deal team is free to focus on the next transaction
- Junior lawyers benefit from an intuitive, organized workspace to track the closing
- The whole deal team can track status and see what's outstanding as you progress towards completion
- Risk is mitigated – the entire deal team can double-check files received, rather than leaving responsibility with a single trainee

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

For more information, please contact:



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