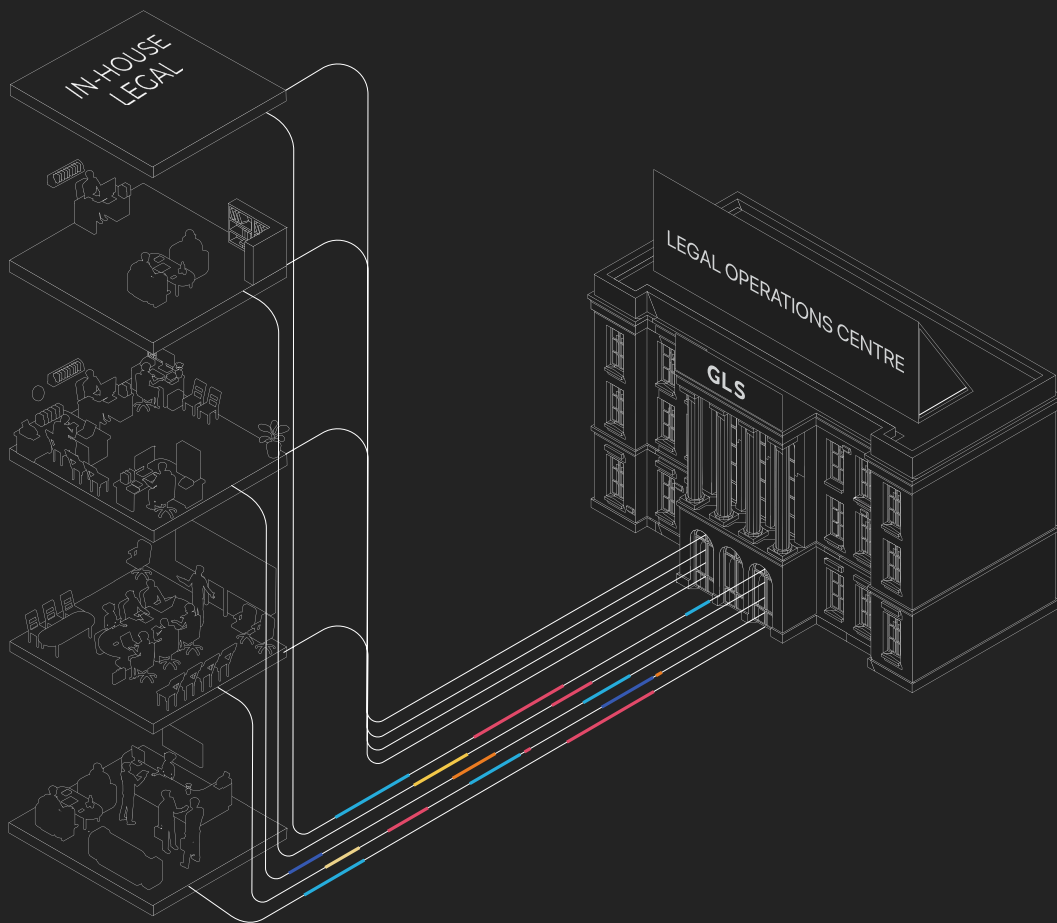


# THE GLS LEGAL OPERATIONS CENTRE

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DRIVING IN-HOUSE LEGAL TEAM PERFORMANCE  
PRIVATE & CONFIDENTIAL

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# PART 1

## WELCOME TO THE GLS LEGAL OPERATIONS CENTRE

### THANK YOU

Thank you for registering to the GLS Legal Operations Centre (“LOC”) – the world’s most comprehensive in-house legal team resource platform dedicated to enhanced legal team productivity.

**The LOC gives you instant access to the legal resources that most legal teams wish they could have but which few, if any, actually do. That is, until now.**

Legal teams globally can now gain instant access to an unprecedented array of disruptively priced resources designed specifically for the in-house community that:

- drives enhanced productivity across your legal department
- places a curated selection of legal technology disruption instantly at your fingertips
- helps your legal team with its “transformation” into a higher-performance teams
- drastically reduces legal team resource expenditure across almost all legal team workflows
- allows your legal team to deliver a performance managed support to your internal clients

There is no need for you to source, pay, implement and maintain any of these resources – we have done that for you – allowing you to simply access whatever you need from a full spectrum of resources.

That’s right – the LOC is your 24/7/365 resource platform giving you access to the largest portfolio of legal dept. resources – you simply pay for whatever service / solution you consume.

And, to complete our disruptive offering - “no paid membership” is required. Any one anywhere now has access to the resources that historically only the most well-resourced legal teams could dream of accessing.

### A few things for you to try

You won’t ever know how easy a “job” can be unless you know what tools are available to assist. So, as a special ‘thank you’ to you for registering on the LOC we have got some resources for you to try for free.

**As a lawyer, you will appreciate that legal team resources are not like “Spotify” – so we cannot give you a free trial of every one of our solutions for a month to see if you want to buy. But we can give you access to some.**

The value of legal solutions, as we all know, lies in its IPR – so our free trial scenario is designed to let you try a few solutions, but without compromising the very business model that allows us to offer you the LOC.

On registration you get access to a wide range of foundational resources to help you formulate a legal operations-led approach to improved legal team performance. Additionally, we have included samples of a diverse range of simple but effective resources for your legal team.



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## This Welcome Pack gives you “hands on” access to a selection of FREE tools and resources that include:

- **Legal Documents:** instant access to a range of legal templates including contractual and company secretarial forms, and common legal dept. forms that help drive efficiency through standardisation.  
  
*Problem Solved: how to give your team/business permanent and instant access to high-quality, approved legal documents that are professional and will standardise your legal team's performance.*

- **Free Contract Function Audit Tool:** audit the efficiency of one of the most important IHL support functions – your contracting function.  
  
*Problem Solved: how to pinpoint inefficiencies in your contracting function – so you can treat the inefficiency so as to improve overall function performance.*

- **Legal Ops Tool:** access to a range of potent legal ops planning and performance tools to help boost the productivity, performance, and cost management of your legal team.  
  
*Problem Solved: how to conceptualise your legal team's planning, audit your contracting function's performance, improve the focus of your lawyers, and benchmark your external counsel spend.*

- **Team Capacity Solutions:** get access to viable resourcing solutions to solve your periodic challenges accessing the capacity and expertise you need.  
  
*Problem Solved: time, access, and cost are no longer obstacles when sourcing additional team capacity, whenever you need it.*

- **Essential Legal Ops Whitepaper:** access seminal GLS white papers to help you embrace legal ops thinking in a safe and effective manner.  
  
*Problem Solved: how to quickly acquire a “professional level” understanding of key legal operations concepts.*

- **Free GLS Training Resources:** a constellation of GLS training resources including a free training session, access to our back catalogue, and easy access to upcoming training events.  
  
*Problem Solved: how to instantly give your legal team better quality training to boost their performance and professional development.*

- **Free GLS Checklists:** access to a selection of highly potent GLS Checklists to empower your legal team.  
  
*Problem Solved: open up the potency of checklists by trying them out for free.*

- **GLS Legal Ops Community Membership:** automatic membership to the GLS Legal Operations Community which includes access to all of our legal team performance and career outlook insights.  
  
*Problem Solved: we make it easy for you to understand how to boost legal team performance and improve your in-house career outlook prospects.*

- **GLS Breaking News:** be the first to hear about new product developments and enjoy free/ discounted trial offers.  
  
*Problem Solved: staying up to date with the latest legal tech - we do the work for you.*

We encourage you to try these free resources and experience the “enablement” your legal team can achieve when utilising the GLS Legal Operations Centre. These are obviously a very small sample of the incredible array of resources that are available – given the limitations that exist in extending a “try before you buy” scenario for legal support tools. More information on each solution is set out below in Your Trial Resources.



# PART 2

## YOUR TRIAL RESOURCES



### Trial Resource 1: Instant Legal Documents

#### GLS Legal Operations Product Category: Legal Team Templates

With this resource, you now have the ability to instantly access a range of common legal templates from your own on-line template library including contractual forms and legal dept templates.

Each legal template is of a world-class standard and instantly accessible to you for unlimited use. This selection of resources enables your team as follows:

- **Contract Templates:** You now have the perfect starting point for your next deal. More than 100 legal templates are available for purchase on the LOC, but these ones are free.
- **Legal Dept Forms:** Our basic selection of legal department forms allows your team to achieve file management efficiencies by leveraging standardisation to drive time and quality improvements.

Each template exemplifies plain English, brevity, simplicity and elegant document design ... and a completeness readiness for CLMS / MLMS automation.

The GLS LOC offers the most reliable and cost-effective means for your legal team to access world-class legal documentation. Now you can try it out for free for yourself.



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## Trial Resource 2: GLS Legal Ops Tools

### GLS Legal Operations Product Category: Legal Operations Tools

You can enjoy this basket of powerful GLS legal ops tools to help drive legal team productivity and legal team cost management.

- **GLS Ultimate Guide to Legal Operations:** a free copy of the GLS Ultimate Guide to Legal Operations to help your team formulate a potent and low-risk/low-resource consumption transformation plan.
- **GLS Legal Team Transformation Tube Map:** instant access to our online interactive optimal performing legal team transformation planning tool.
- **GLS Quick Quotes™:** rapidly benchmark your external counsel legal support by utilising GLS Quick Quotes™ to generate a world-class and comparable legal quote.
- **GLS Legal Transformation Boot Camp:** instantly register for free for our 10-week boot camp that guides you through the process of planning and implementing a legal team transformation.
- **GLS Connect Zone™:** instantly establish your own customised intelligence feed(s) from our wide range of legal team performance and in-house career outlook & development topics.
- **GLS Legal Proof Reading™:** regain hundreds of hours of legal team productivity each year by shielding your high-value lawyers from the mundane task of legal proofreading (paid resource).
- **GLS Contract Function Audit Toolkit:** optimise your contracting function by auditing your current contracting performance capabilities with our free audit tool.

These sample tools help you to take control of your team's productivity, focus, and cost-effectiveness and are but a few of the many legal ops tools available to give your team the performance edge.





## Trial Resource 3: Essential GLS Legal Ops White Papers

### GLS Legal Operations Product Category: Legal Team Management

If you have registered with the GLS Legal Operations Centre we are assuming that you have an active interest in transforming the efficiency and productivity of the legal function in your business.

Before buying any specific tool, we think one of the best things we can do to help you with this journey is to share our RPLV Decision Making model with you – a strategic framework for transformation decision-making.

We've included our seminar white paper called - RPLV Decision Making – a strategic framework for transformation decision-making.

"RPLV Decision Making" is a simple, effective, and easy-to-implement decision-making reference framework to help guide your journey from "Old Law" to the "New Law" in a proven and non-disruptive manner.

"Transforming" your in-house legal team might seem like an overwhelming task. How does one start such a journey, what does the destination look like and how do I get there whilst still serving the business?

You will note from the RPLV article that getting quick, easy wins can be a huge help to any legal team as they begin their legal transformation journey.

### Driving Effective Internal Client Strategies:

We've also included our seminal whitepaper on potent and practical strategies to help you drive substantially improved internal client relationships.

In this detailed white paper, we have overviewed a significant number of techniques on improving client relationships along with practical recommendations on how to implement each initiative.





## Trial Resource 4: GLS Corp Sec Resolution Builder

### GLS Legal Operations Product Category: Compliance & Legal Tech

The Corp Sec function of any business is as important as it is dull. Few people find professional meaning and satisfaction in administering a company's Corp Sec function. But, it must be done, and done well.

Few companies have found cost-effective means of dealing with Corp Sec. Loading this requirement onto legal team members diminishes job satisfaction and drives lawyer churn rates. Yet, paying external service providers is incredibly expensive – with fees topping more than \$200 per resolution if you use a law firm. That equals thousands of dollars per year.

The GLS Corp Sec Resolutions Builder cannot remove all of the drudgery from your Corp Sec function but this free resource can substantially reduce the time it takes to instantly produce quality resolutions for your Board and Shareholder communities – whenever you need it.

You can now access 20+ of the most common Board and Shareholder resolutions any time you want. Simply download our best-practice template, plug in your details – and presto – a completed resolution emerges ready for immediate use! No more searching for the right template.





## Trial Resource 5: Legal Team Training Modules

### GLS Legal Operations Product Category: GLS Know-How Solutions

Training is quite simply one of the most potent and cost-effective means of up-skilling the performance of your legal team.

GLS offers a diverse range of training solutions including:

- Legal Team Skills Modules
- Internal Client Training Modules
- Compliance Training Modules
- Board Room Training Solutions
- Workplace Training Modules

Our growing inventory of training modules is already the largest collection of training modules specifically developed for in-house legal team vocational development.

As part of this Welcome Pack, you now have access to our back catalogue of GLS Legal Operations Community training sessions and our portal for registration for all our upcoming training sessions.

We have also included a free “Standard” training session - a powerful training session that will improve your legal and procurement teams ability to review liability and indemnity clauses in commercial agreements.

This can be digitally delivered to your organisation but it does not include our digital rights for you to retain the session recording.

The training session slide deck is included for immediate download.







## Trial Resource 6: GLS Checklists

### GLS Legal Operations Product Category: GLS Know-How Solutions

The checklist is quite simply one of the most potent and cost-effective means of upskilling the performance of your legal team.

Checklists are a fundamental aspect of efficient legal operations - perhaps being the single most potent driver of workflow automation and process quality control.

GLS offers a diverse range of checklist solutions including:

- **Agreements:** common commercial agreements (including our Top 10 Legal Docs - The Work Horses)
- **Contracting Clauses:** checklists for specific contract clauses (e.g. – liabilities, indemnities, ABC, etc)
- **Transactions:** basic transaction type activities (e.g. due diligence)
- **Compliance:** a selection of key compliance topics (e.g. data privacy)

Our growing inventory of checklists focus on issues that come up every day in the in-house environment. They are exceptionally thorough and instantly boost the rigour of any related review.

Legal Teams should be making extensive use of “checklists” so as part of this Welcome Pack you have access to three free checklists that allow you to try for yourself the power of our checklists.



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