Princeton Legal Search Group, LLC

The Most Trusted Name In Legal Search

Cool Tech for Lawyers 2020

Featuring Sterling Miller, Esq.

Cool Tech For Lawyers!

STERLING MILLER
HILGERS GRABEN PLLC
DECEMBER 3, 2020
PRINCETON LEGAL SEARCH

Hilgers | Graben

Agenda

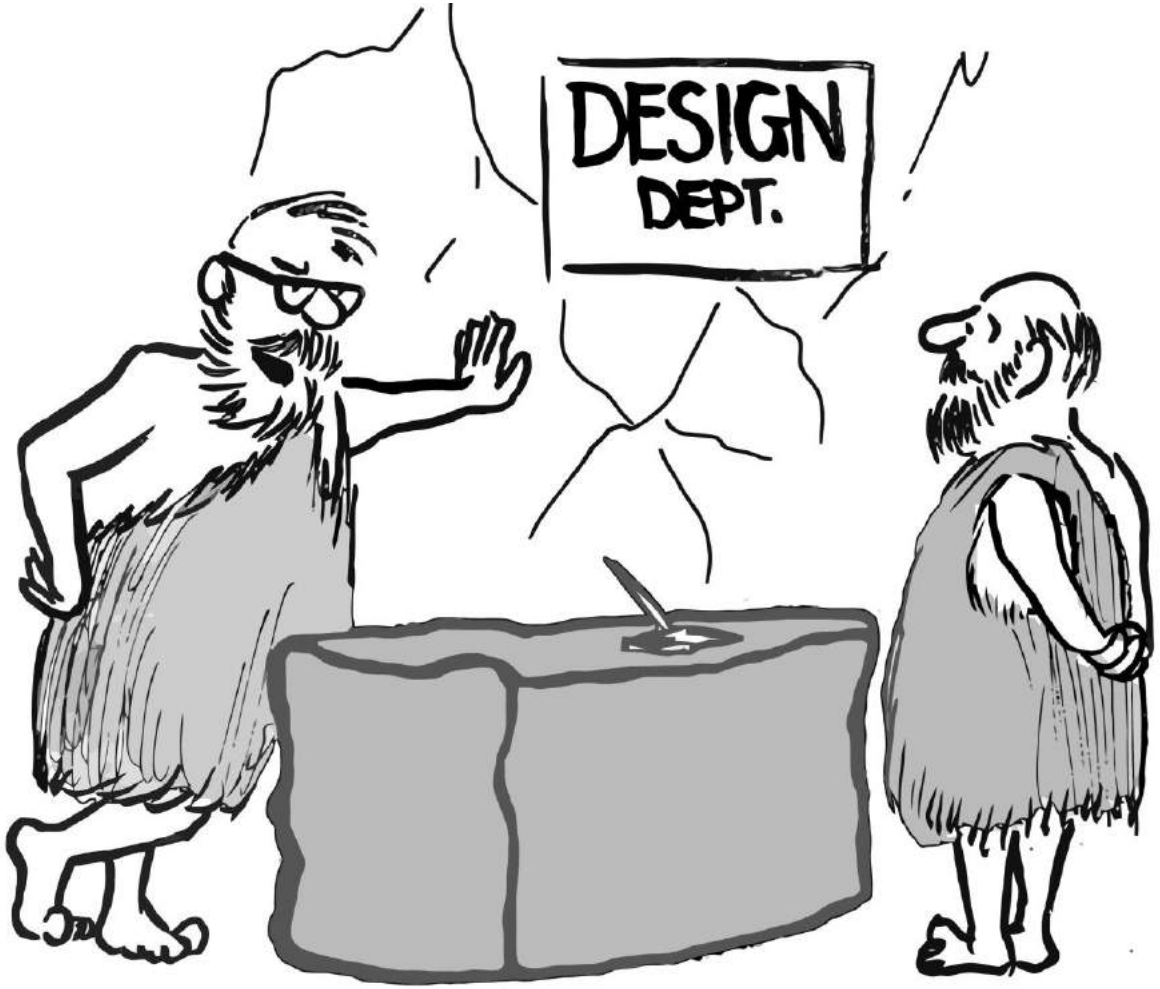
- Introduction
- Cool Tech That Makes Your Work Life Easier
- Cool Tech for the Legal Department
- Cool Tech for Remote Work
- Resources
- Q&A

Who is this Guy?

- In-House almost 25 years, three-time General Counsel
- Write "Ten Things You Need to Know as In-House Counsel" blog
- Yearly "Cool Tech for Lawyers" post
- Create teaching module on A.I. and litigation for Baylor Law School
- Published four books (fifth due out in 2021)
- CEO-elect of Hilgers Graben PLLC
- Consult with legal departments/coach in-house lawyers
- Connect with me on LinkedIn and Twitter (@TenThingsLegal)

I Love Technology!

Why Do We Love Technology?



"The wheel was great.
What have you done for me lately?"

Why Do We Love Technology?

- Frees up time
- Makes us (feel) smarter
- It's fun
- Makes us "Greener"
- Saves money
- Allows us to connect in new ways

Cool Tech – Greatest Hits!

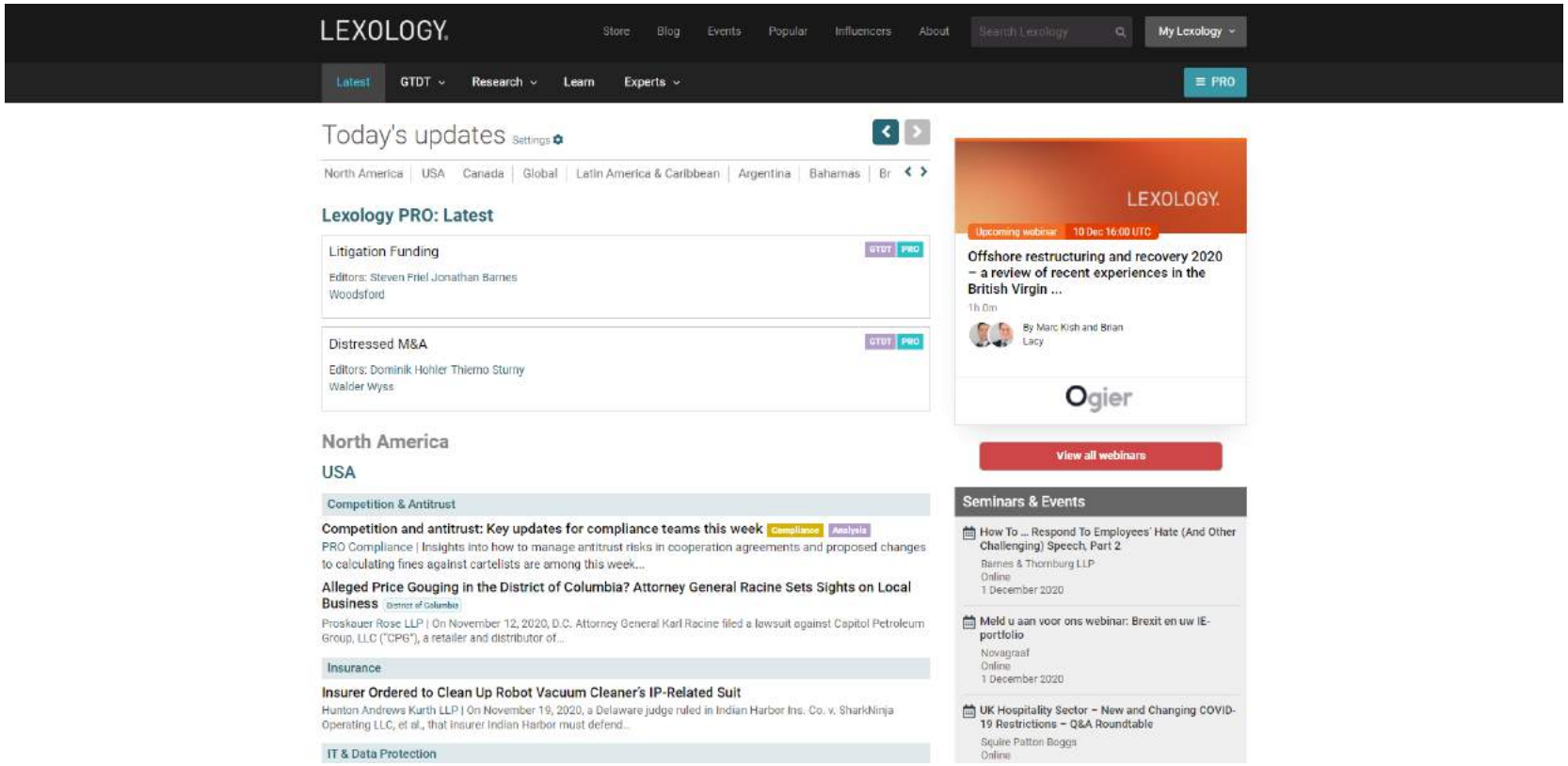
See *Cool Tech for In-House Lawyers (2020)*

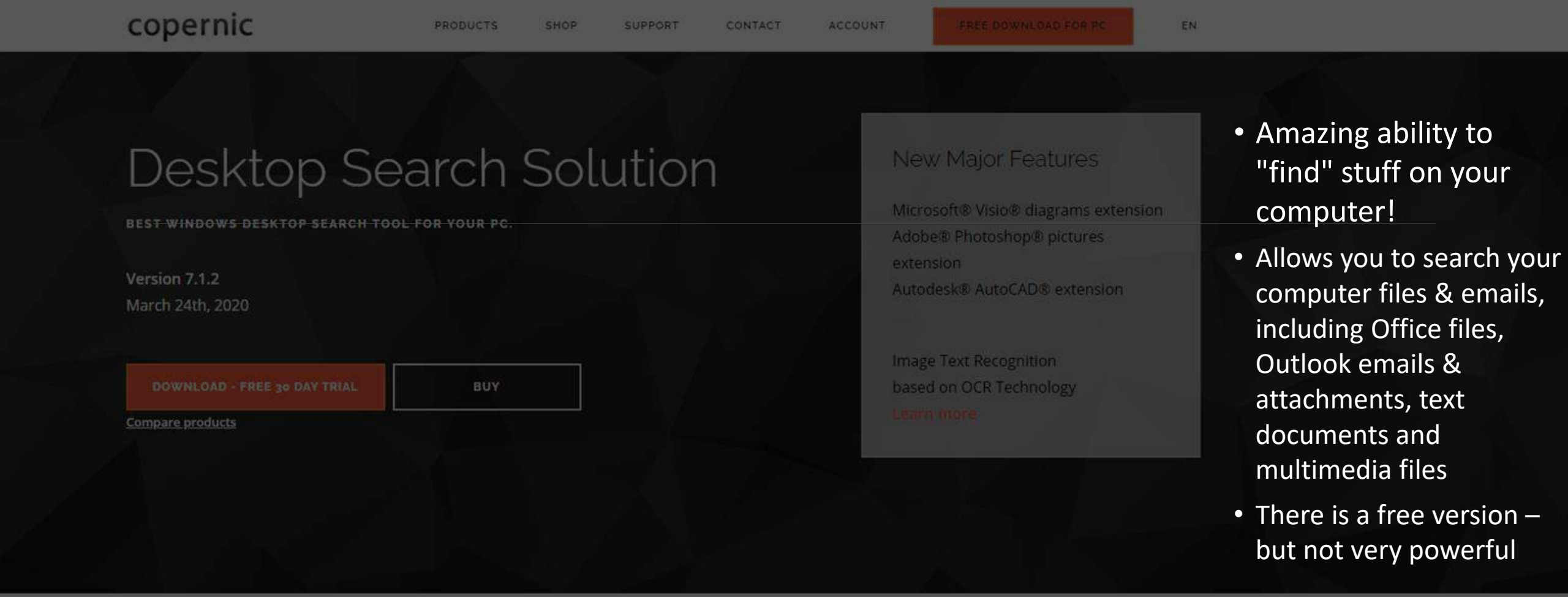
*I get nothing for mentioning or recommending the products in this presentation

Cool Tech That Makes Work Life Easier

Lexology.com

- It's free!
- Can select areas of law and geography
- Blogs and client alerts from writers and law firms around the world
- Daily email with articles
- Access to *Getting the Deal Through*





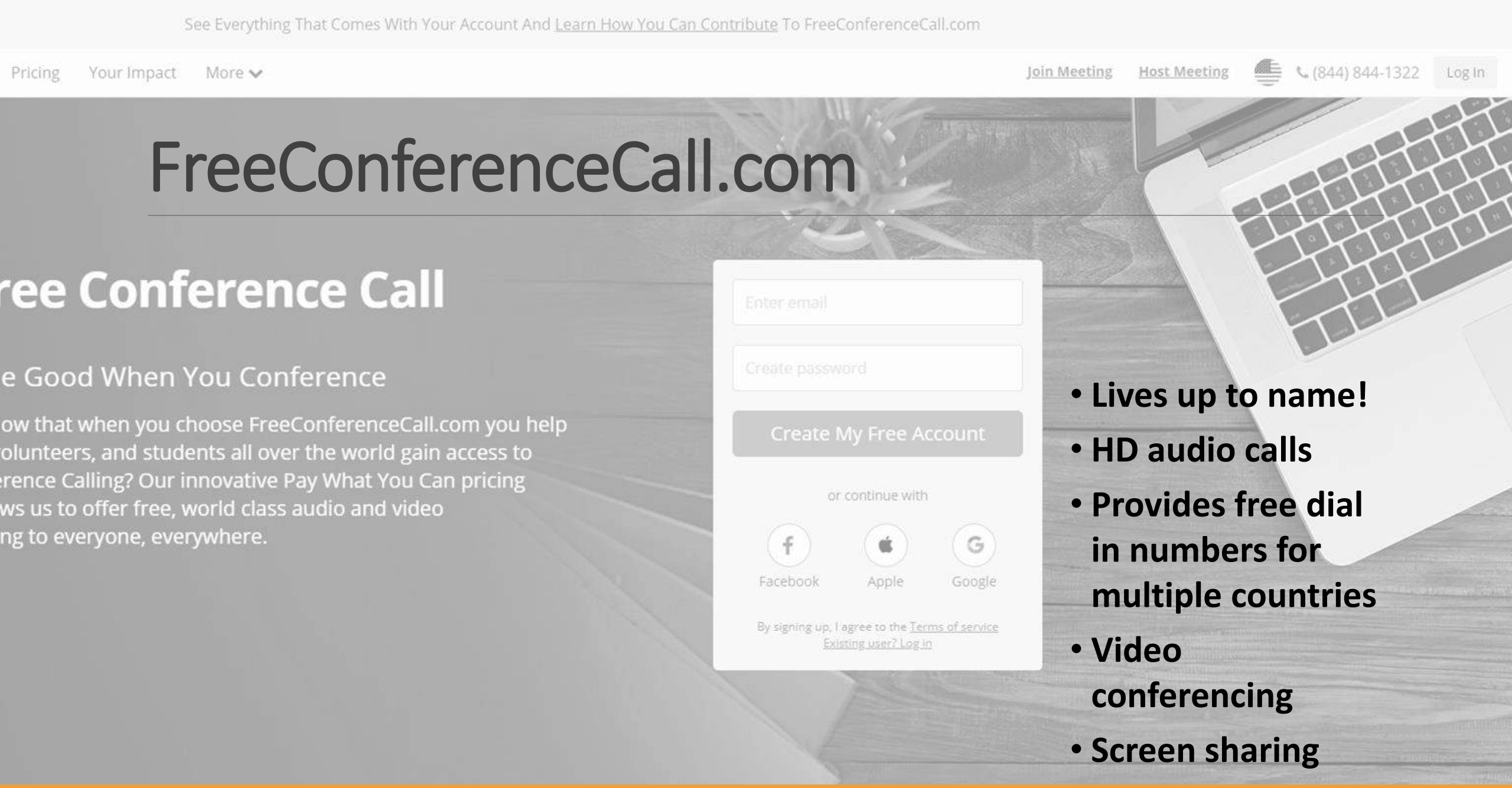
- Amazing ability to "find" stuff on your computer!
- Allows you to search your computer files & emails, including Office files, Outlook emails & attachments, text documents and multimedia files
- There is a free version – but not very powerful

Copernic Desktop Search

The Right Extensions For You

The basic version of Copernic Desktop Search allows you to search 119 file types and to search more content, you need to add search extensions.

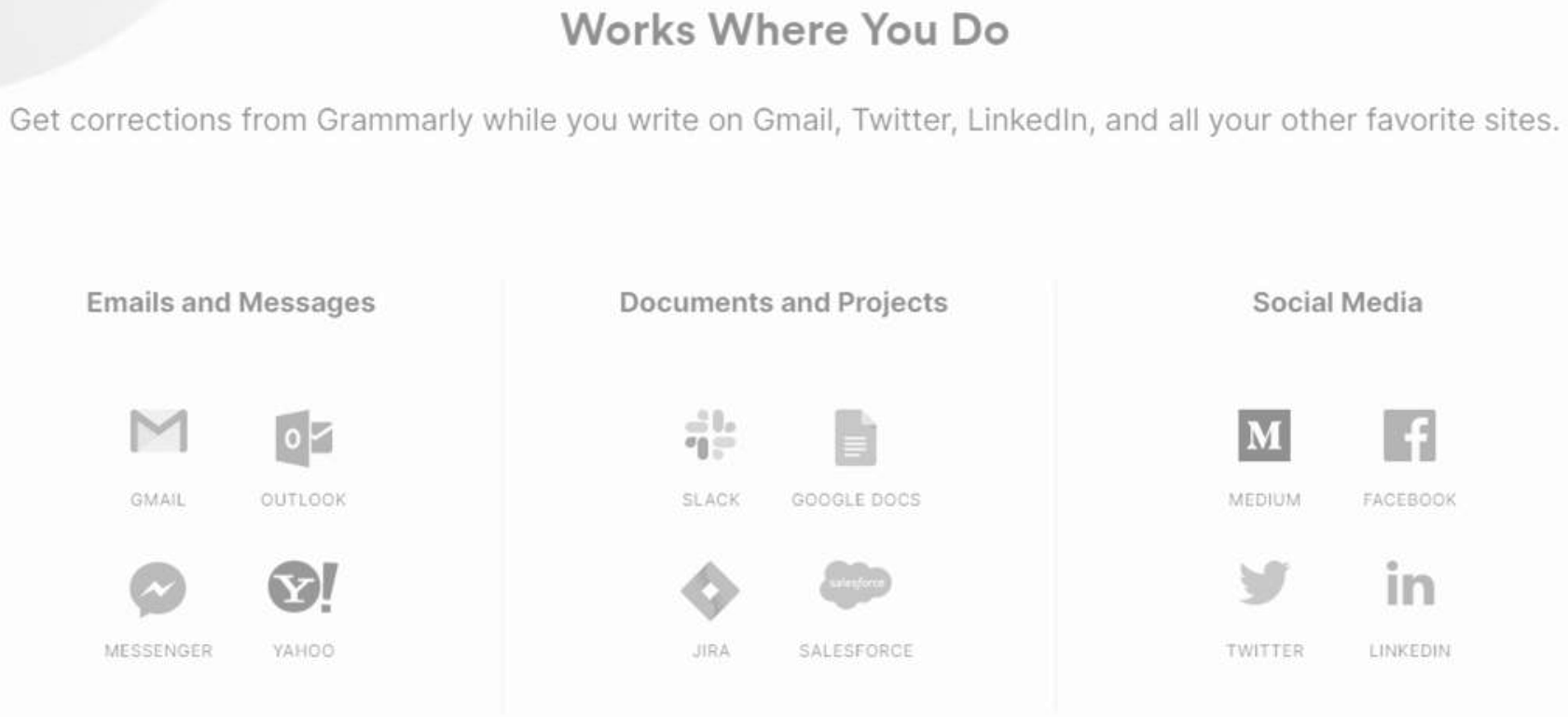
FreeConferenceCall.com



- **Lives up to name!**
- **HD audio calls**
- **Provides free dial in numbers for multiple countries**
- **Video conferencing**
- **Screen sharing**

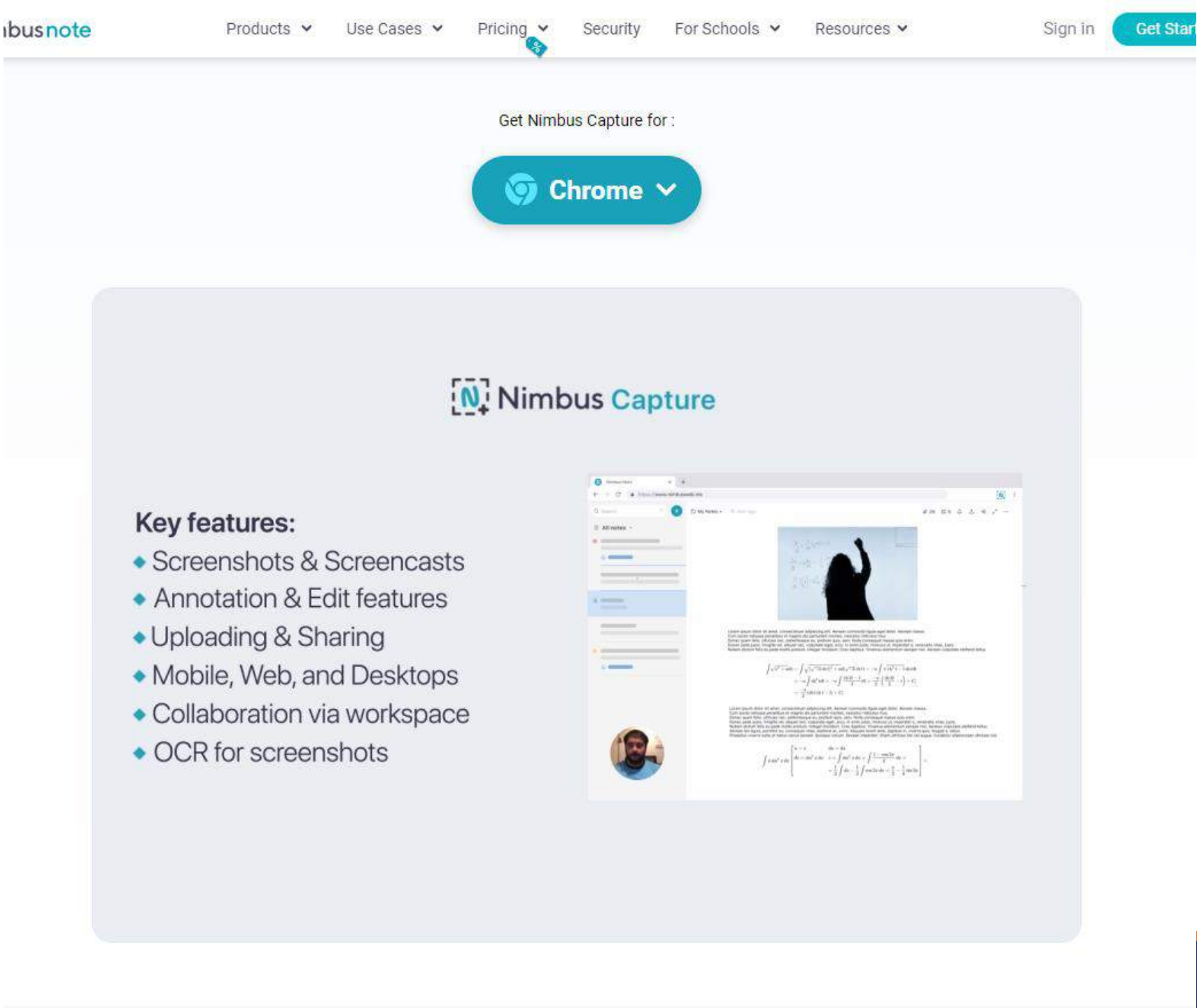
Grammarly

- Free + Paid versions
- Corrects grammar automatically via plug in on browser or directly on Word
- Catches things spellcheck misses
- Works on social media
- Don't over rely and use your own judgment for the final call

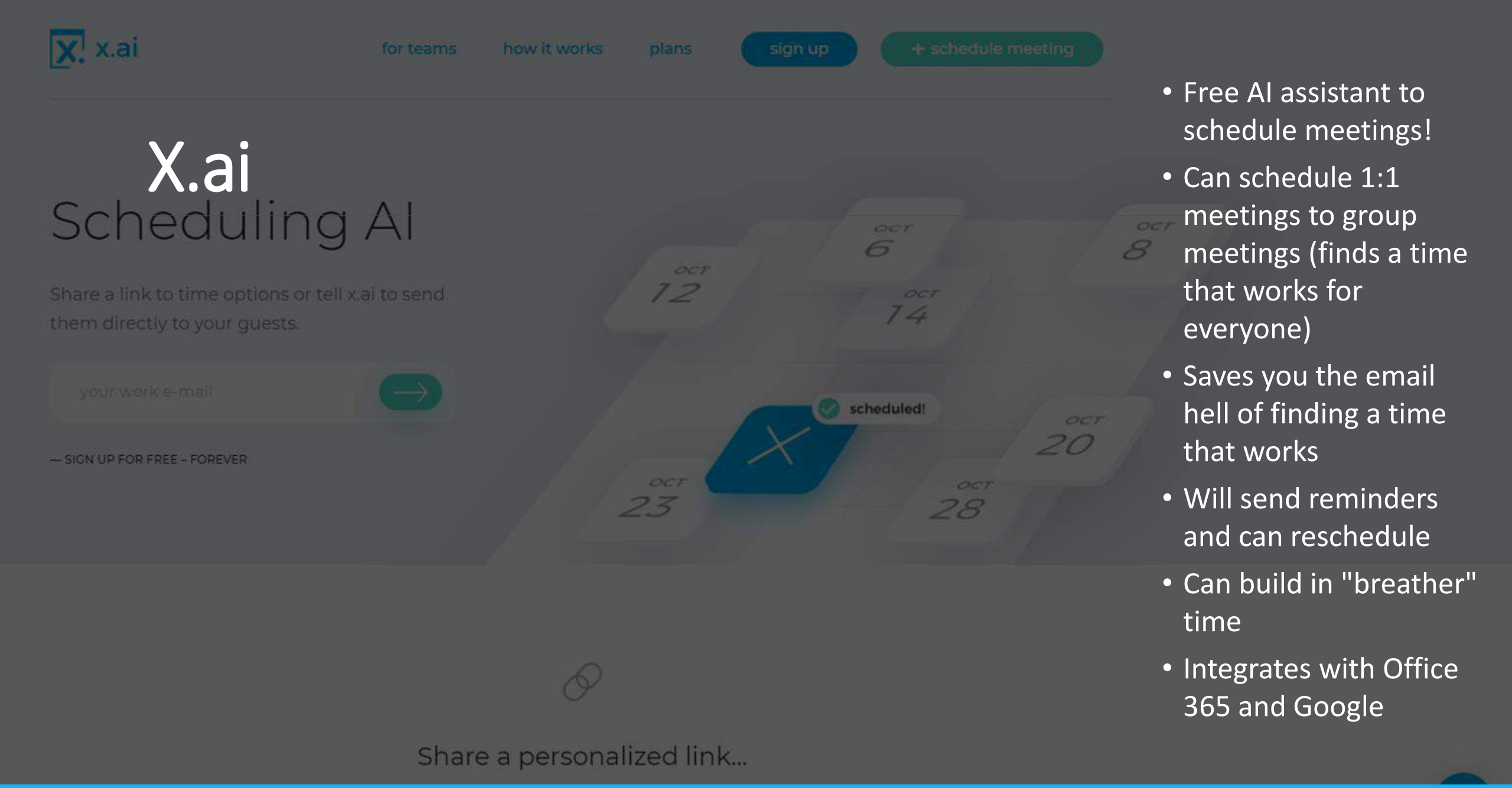


Nimbus Capture

- Free!
- Captures virtually anything on your screen
- Can annotate or record video of what you're doing online
- Perfect for PPT presentations
- Can capture a portion or the entire scroll
- Kicks the crap out of "print screen"



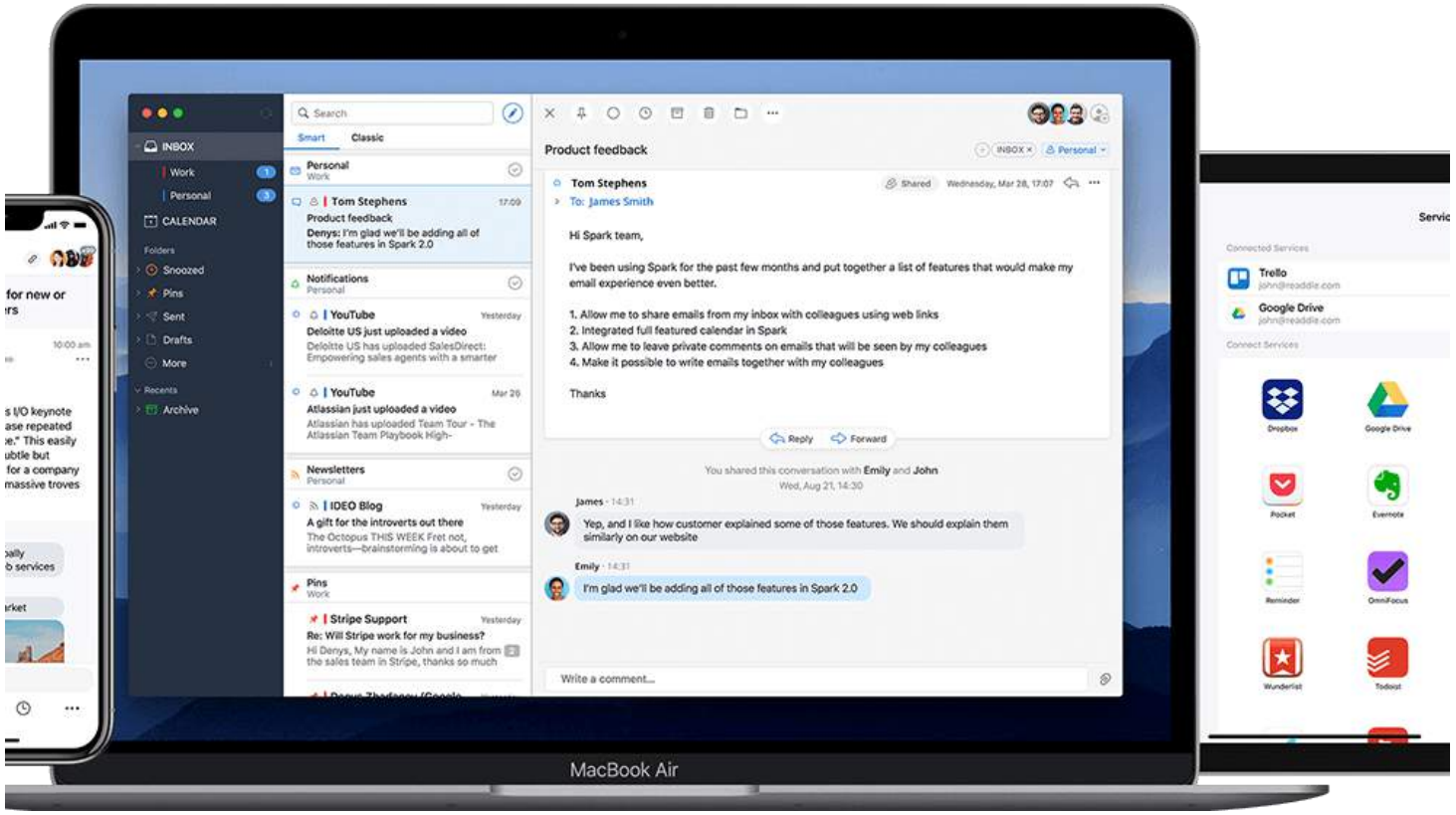
X.ai



- Free AI assistant to schedule meetings!
- Can schedule 1:1 meetings to group meetings (finds a time that works for everyone)
- Saves you the email hell of finding a time that works
- Will send reminders and can reschedule
- Can build in "breather" time
- Integrates with Office 365 and Google

Anker PowerConf Speakerphone

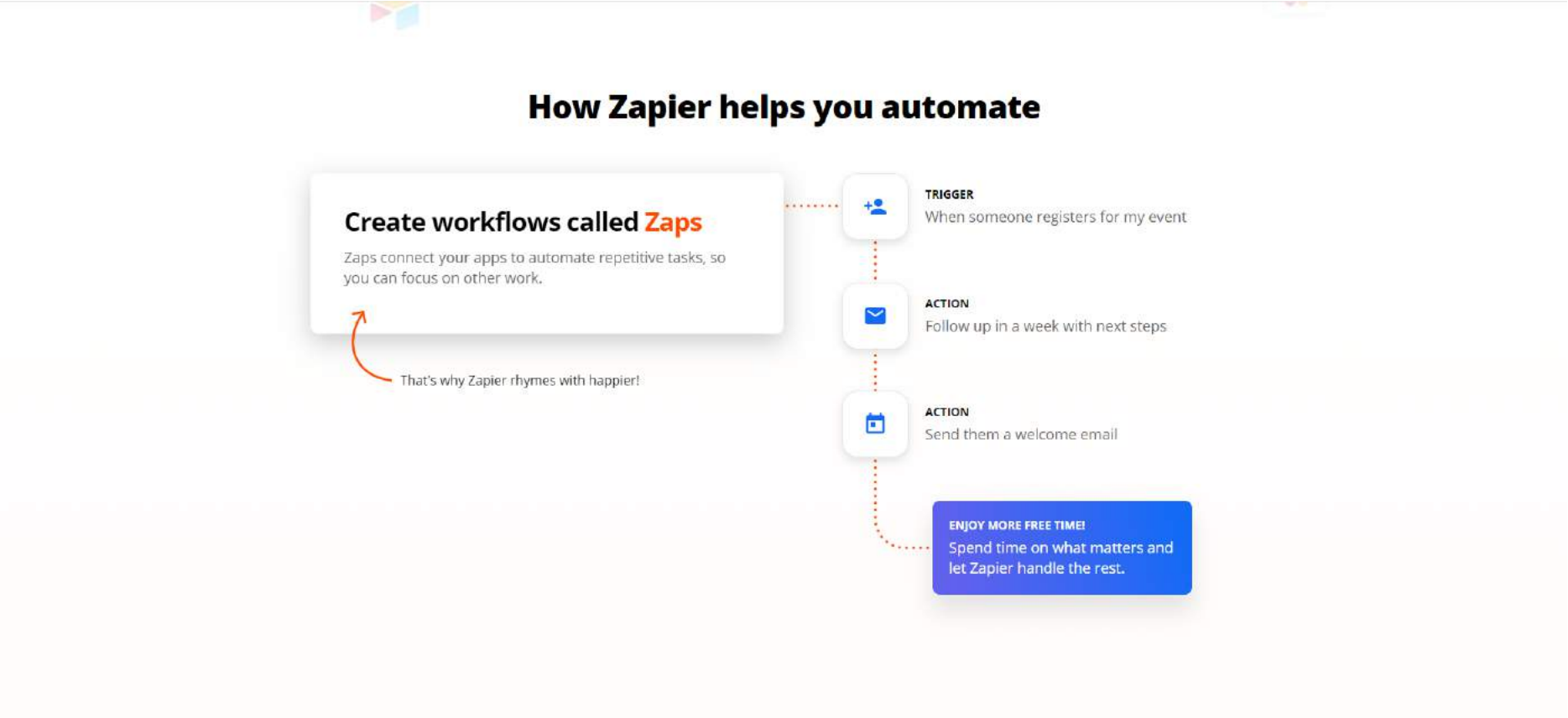
- Wireless speakerphone
- Bluetooth enabled
- Compatible with Zoom, Teams, etc.
- Built in noise suppression



Spark Email App

- Get control of your inbox – for free!
- AI-based email management
- Prioritizes emails from real people first
- Smart search
- Reminders
- Snooze emails
- "Send later"
- Email signatures
- Version for Teams
  - Collaborate on drafting email
  - Discuss emails privately

- Connects web apps and programs so you can automate workflows
- If this happens, do this, and then this, etc.
- Can save hours per week – that adds up!
- Community with 1,000's of "Zap" ideas



Zapier

Dragon

Speech recognition software trusted by millions

> "A beast of a package powered by Deep Learning"
>
> techradar.

Dragon – Speech Recognition Software

- AI-powered dictation tool
- Not your dad's speech recognition tool – really works
- "Legal" version
- Smartphone version
- Can use to post on LinkedIn, other social media

Unlock the power of your voice with Dragon

Get more done at work, at home or on the go with fast, accurate speech recognition, dictation and transcription. Dragon by Nuance is the world's leading speech recognition solution with over two decades of continuous development to meet the needs of the most demanding users. Meet the powerful tools that will make you more productive by unlocking the power of your voice.

FOR WINDOWS

FOR MOBILE

Get more done in more places with professional-grade

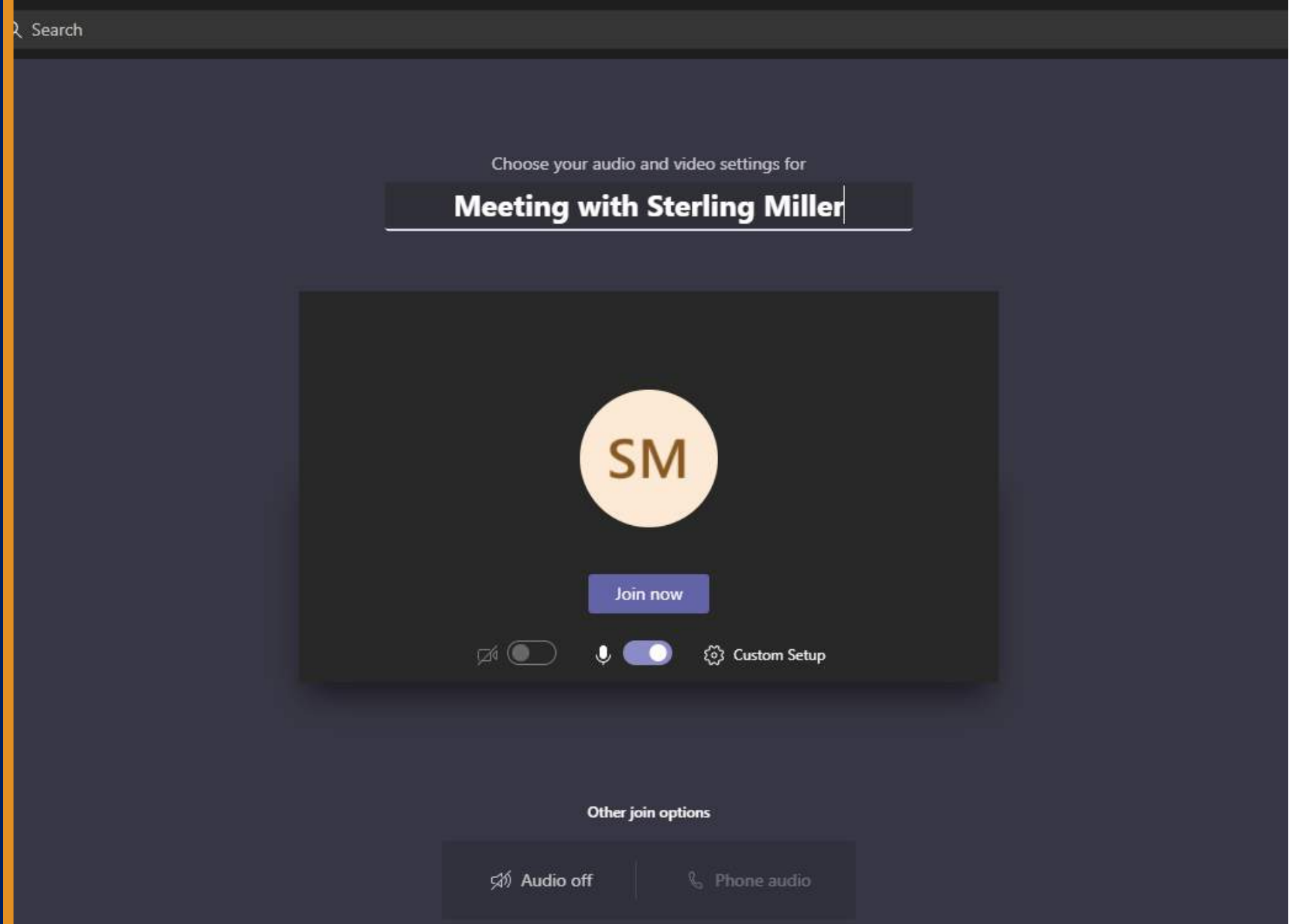
HILGERS GRABEN PL DENTIAL

Cool Tech for the Legal Department

Office 365/Teams

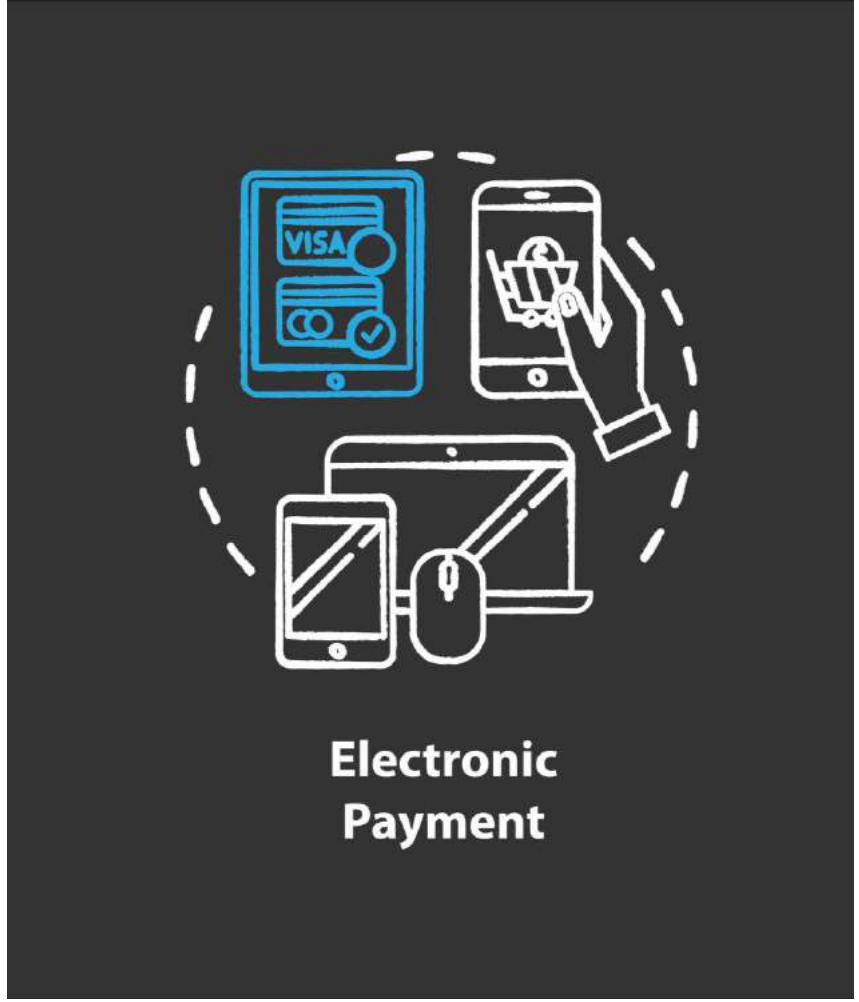
Teams

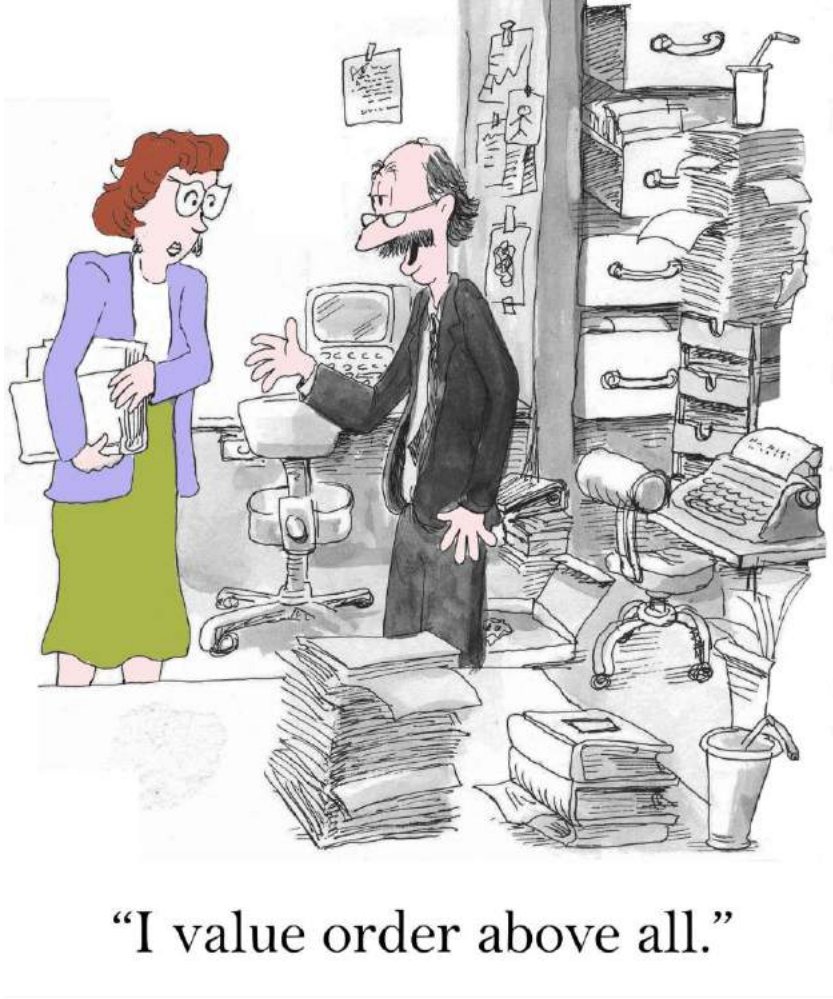
- Collaborate in real time
- Video conferencing
- Chat
- Team channels
- Integrates with other Office products, include OneNote, Word, OneDrive, Sharepoint, etc.



Practical Law

- Numerous practice areas and subjects
- Global
- Materials prepared by experts/Big Law
- Forms, templates, summaries of law, annotated, tool kits, checklists
- What's Market
- Training materials
- Legal Ops
- Indispensable for in-house counsel!





The Big Three: E-Billing - Contract Management - Document Management

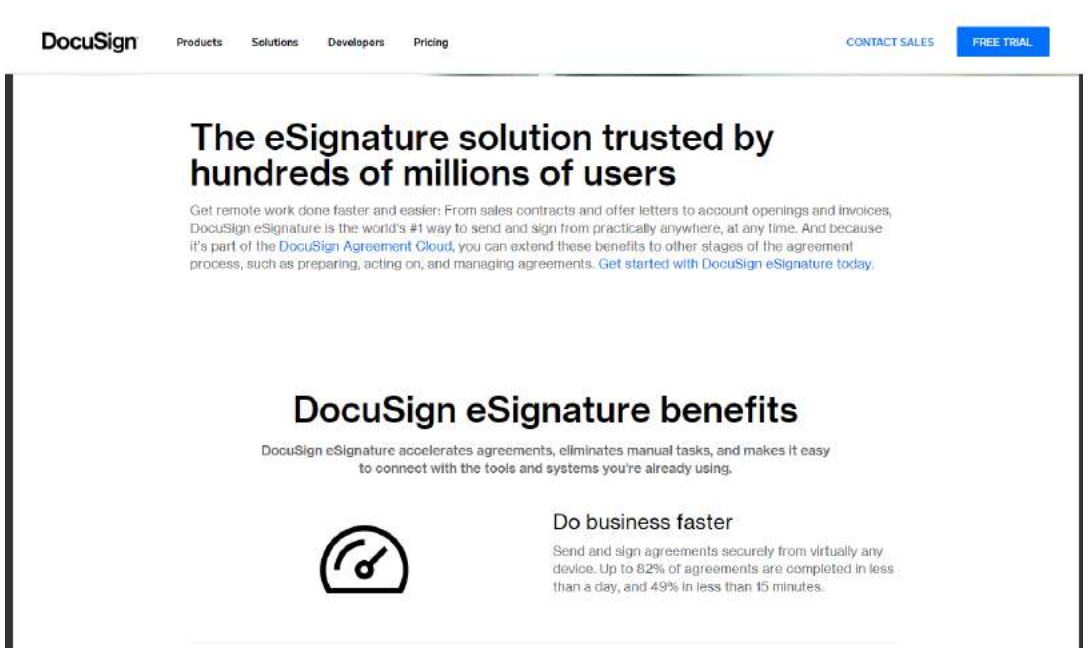
The Big Three

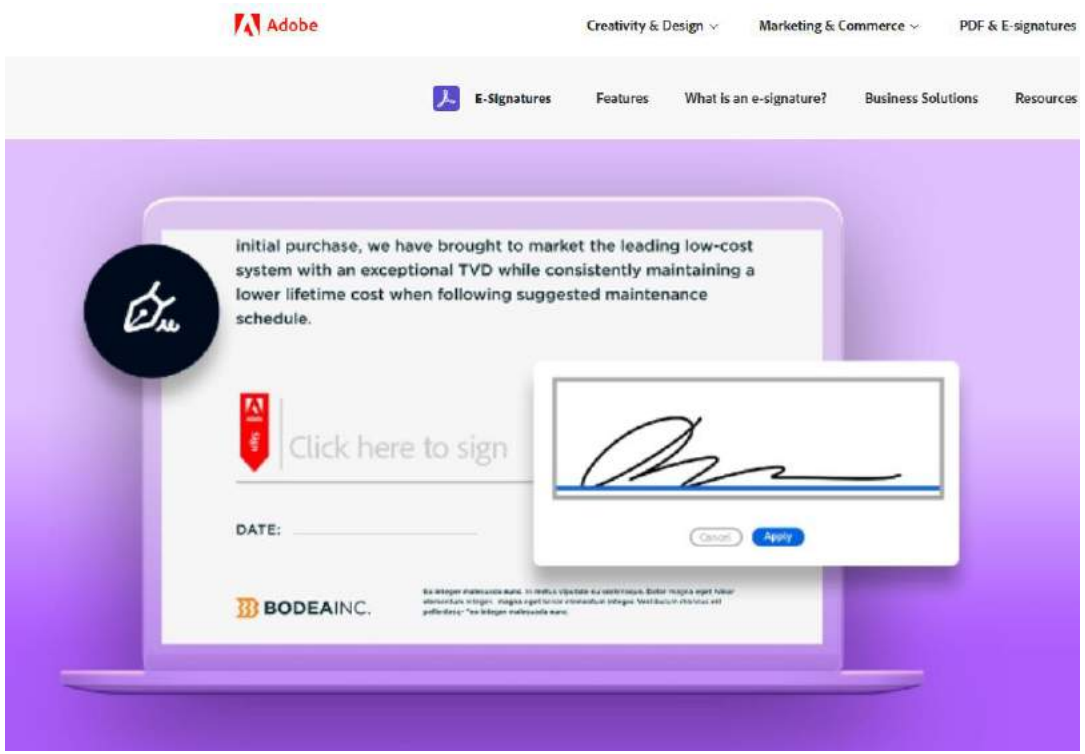
- **Generally**
  - Secure
  - Accessible over the web
  - Collaborative
  - Easy to use/intuitive

- **Document Management**
  - Sharepoint/OneDrive
  - Box
  - DropBox
  - Rubex
  - eFileCabinet

- **Contract Management**
  - ContractWorks
  - SimpleLegal
  - Onit
  - Ultria
  - Conga
  - PandaDocs

- **E-Billing**
  - Legal Tracker
  - SimpleLegal
  - Onit
  - BrightFlag
  - CounselLink





Electronic Signatures

LawGeex Legal Tech Buyer's Guide

https://ltbg2019.lawgeex.com/

2019

Legal Tech Buyer's Guide

This LegalTech Buyer's Guide provides in-depth analysis of leading players across 12 categories of legal technology, including Contract Review, Contract Management, eDiscovery, Legal Research, Communications, matter management, and e-Discovery. It covers over 130 top technology solutions, and includes jargon-free explanations of legaltech "buzzwords" — including artificial intelligence, legal operations, blockchain, and the cloud.

Start Reading!

INTRODUCTION

FOREWORD

TRENDS

HOW TO BUY

PRODUCTS BY CATEGORY

RESOURCES

FURTHER READING

METHODOLOGY

ABOUT LAWGEEX

Product Insights About us Careers Demo Login

e world-class legal talent, on demand

Secondments Legal Consulting Project Support

Boost your team's productivity

Intake/Triage Matte Management

nate your "churn" work

Contract Automation Delegations Automation Advice Automation

Manage your end-to-end contract lifecycle

Approvals Negotiation eSignature Storage, Search, Alerts

Plexus Gateway Legal OS

"Plexus Gateway is Legal Automation, Matter Management and Contract Management in one integrated platform. Adopt one at a time or all together, and implement the legal transformation strategy of your dreams today."

https://www.plexus.co/plexus-gateway

Cool Tech for Remote Work

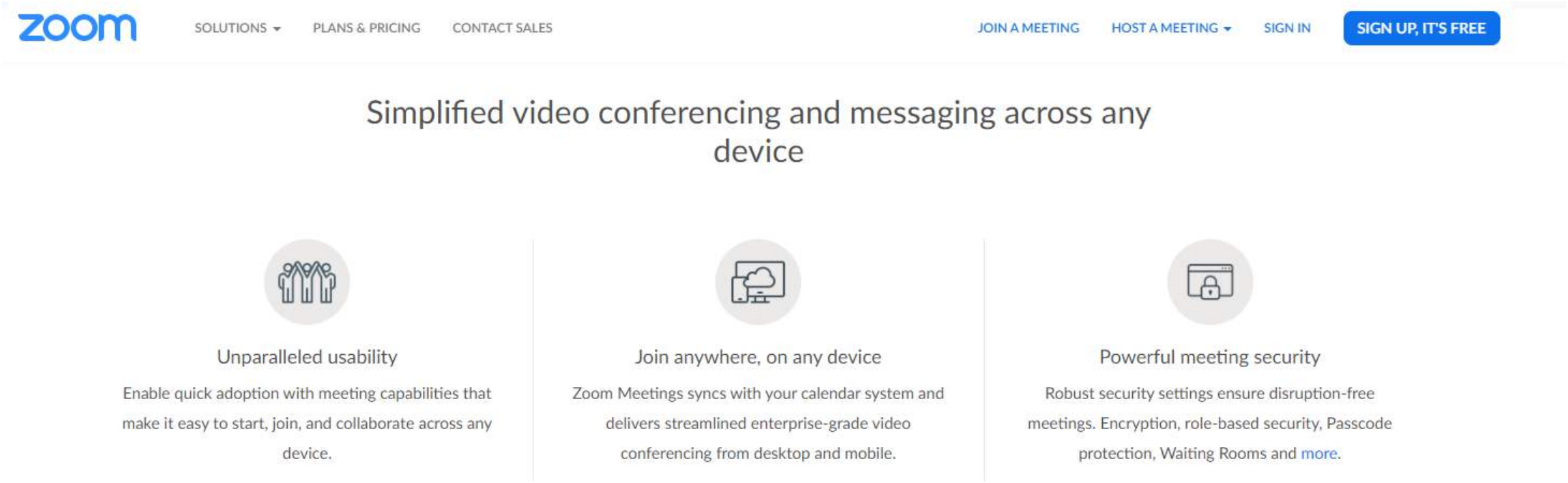
How do we connect?

How do we collaborate?

How do we engage?

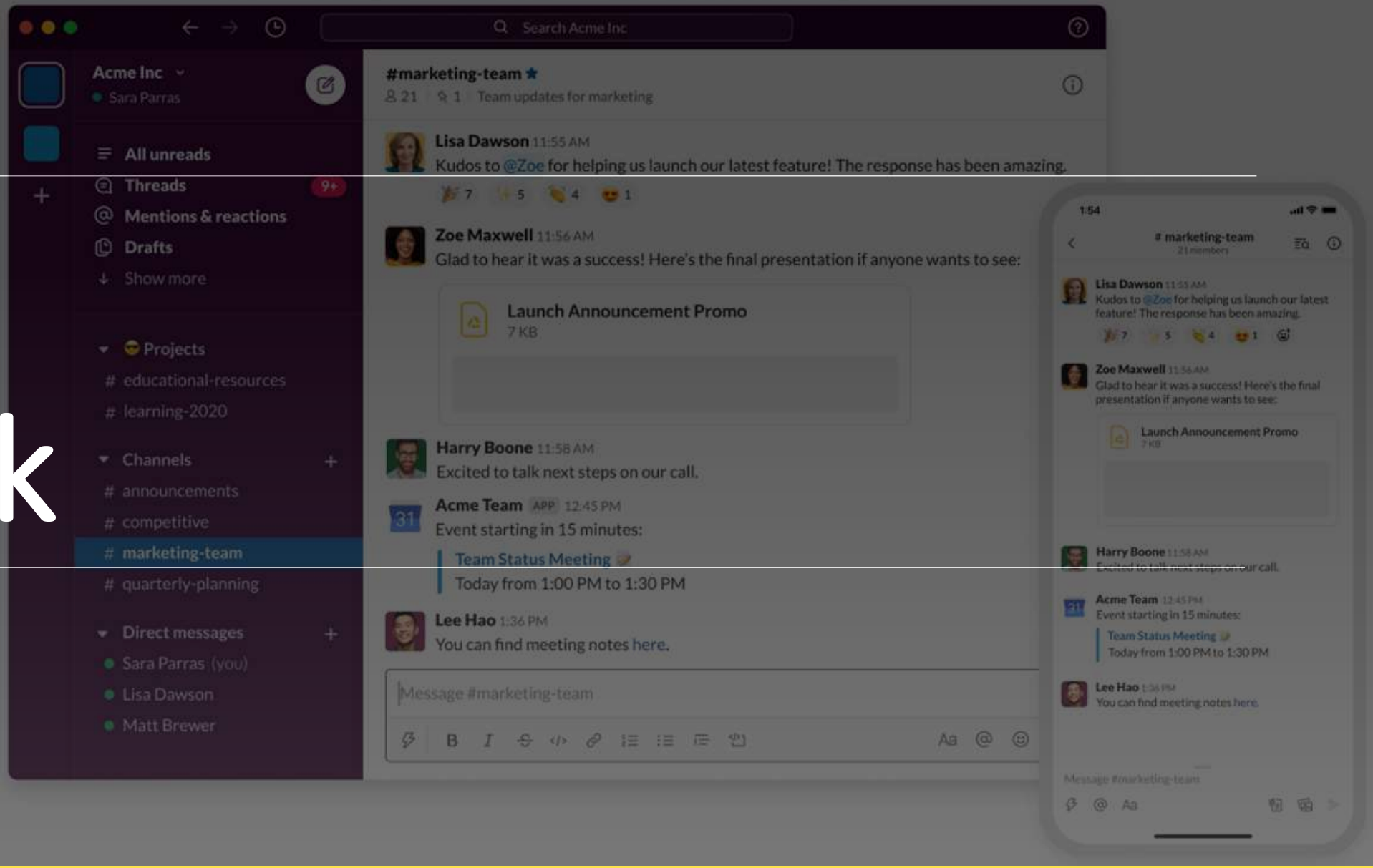
How do we get more done?

The New Normal?


zoom
SOLUTIONS
PLANS & PRICING
CONTACT SALES
JOIN A MEETING
HOST A MEETING
SIGN IN
SIGN UP, IT'S FREE
Simplified video conferencing and messaging across any device
Unparalleled usability
Enable quick adoption with meeting capabilities that make it easy to start, join, and collaborate across any device.
Join anywhere, on any device
Zoom Meetings syncs with your calendar system and delivers streamlined enterprise-grade video conferencing from desktop and mobile.
Powerful meeting security
Robust security settings ensure disruption-free meetings. Encryption, role-based security, Passcode protection, Waiting Rooms and more.

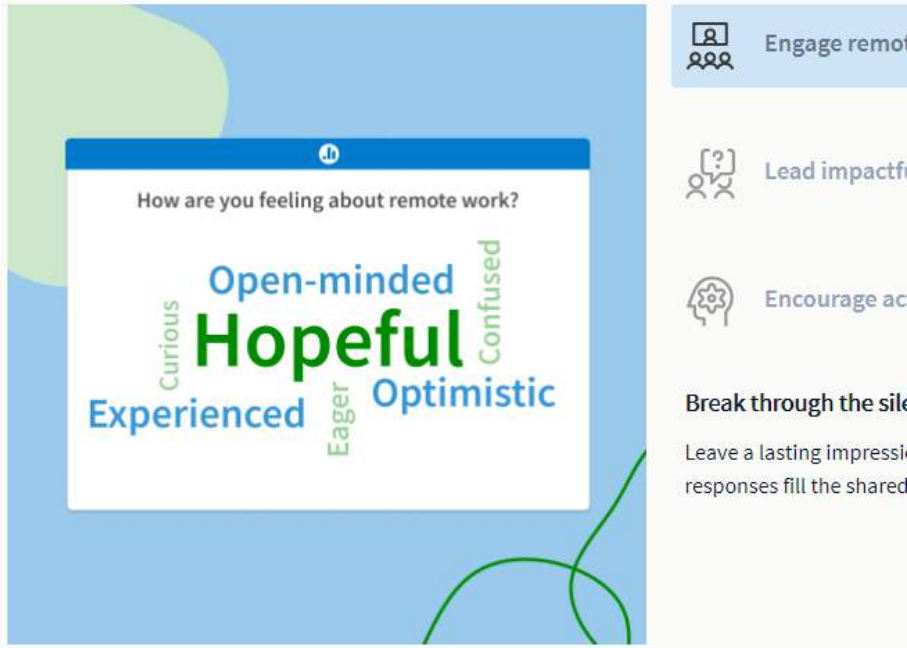
Zoom

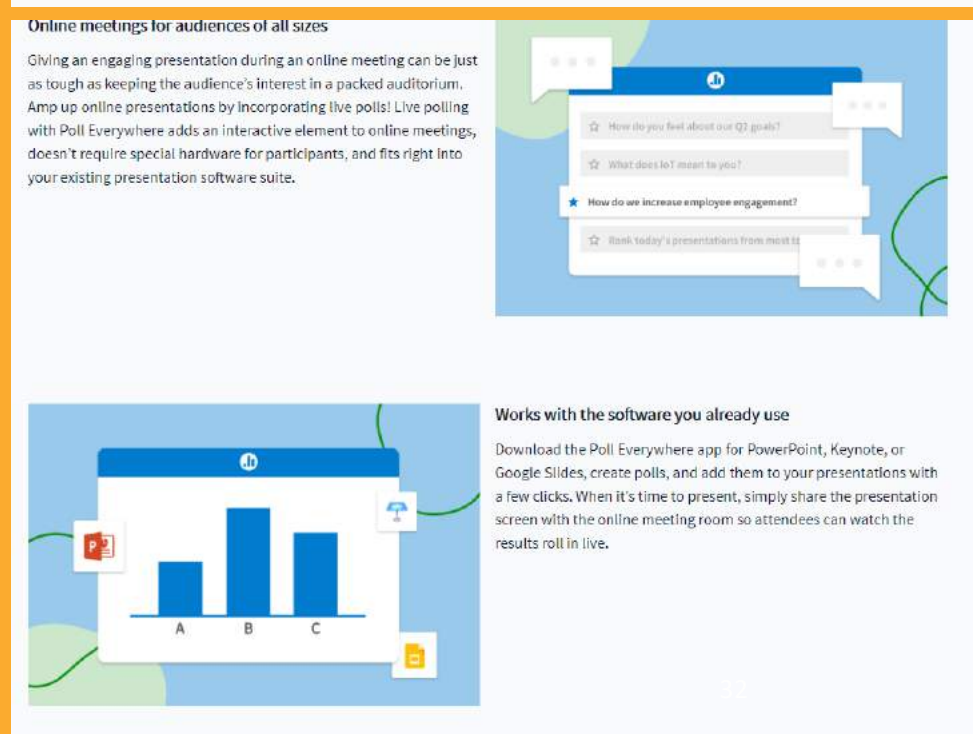
Slack


Search Acme Inc
Acme Inc
Sara Parras
All unreads
Threads
Mentions & reactions
Drafts
Show more
Projects
educational-resources
learning-2020
Channels
announcements
competitive
marketing-team
quarterly-planning
Direct messages
Sara Parras (you)
Lisa Dawson
Matt Brewer
#marketing-team
21 1 Team updates for marketing
Lisa Dawson 11:55 AM
Kudos to @Zoe for helping us launch our latest feature! The response has been amazing.
Zoe Maxwell 11:56 AM
Glad to hear it was a success! Here's the final presentation if anyone wants to see:
Launch Announcement Promo
7 KB
Harry Boone 11:58 AM
Excited to talk next steps on our call.
Acme Team APP 12:45 PM
Event starting in 15 minutes:
Team Status Meeting
Today from 1:00 PM to 1:30 PM
Lee Hao 1:36 PM
You can find meeting notes here.
Message #marketing-team
1:54
marketing-team

PollEverywhere

- Live polling for presentations
- Free version is very powerful
- Works with PPT, Google Slides, Slides, Slack, et. al.
- Anonymous feedback drives engagement
- Works via text messaging or laptop/tablet





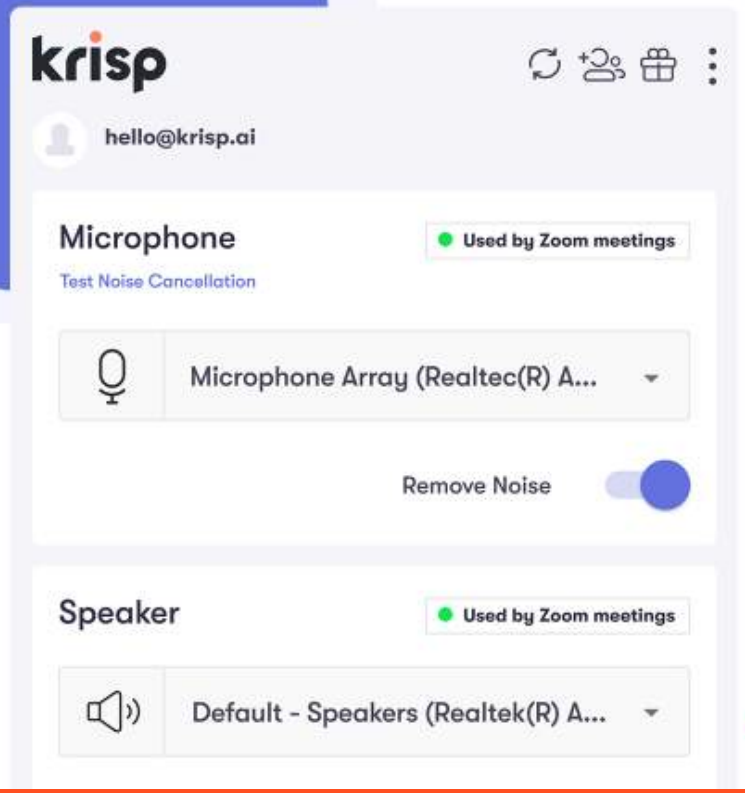
One Button. No Noise

Speak Without Noise

With a single button, the background noise going from you to other call participants will be removed.

Listen Without Noise

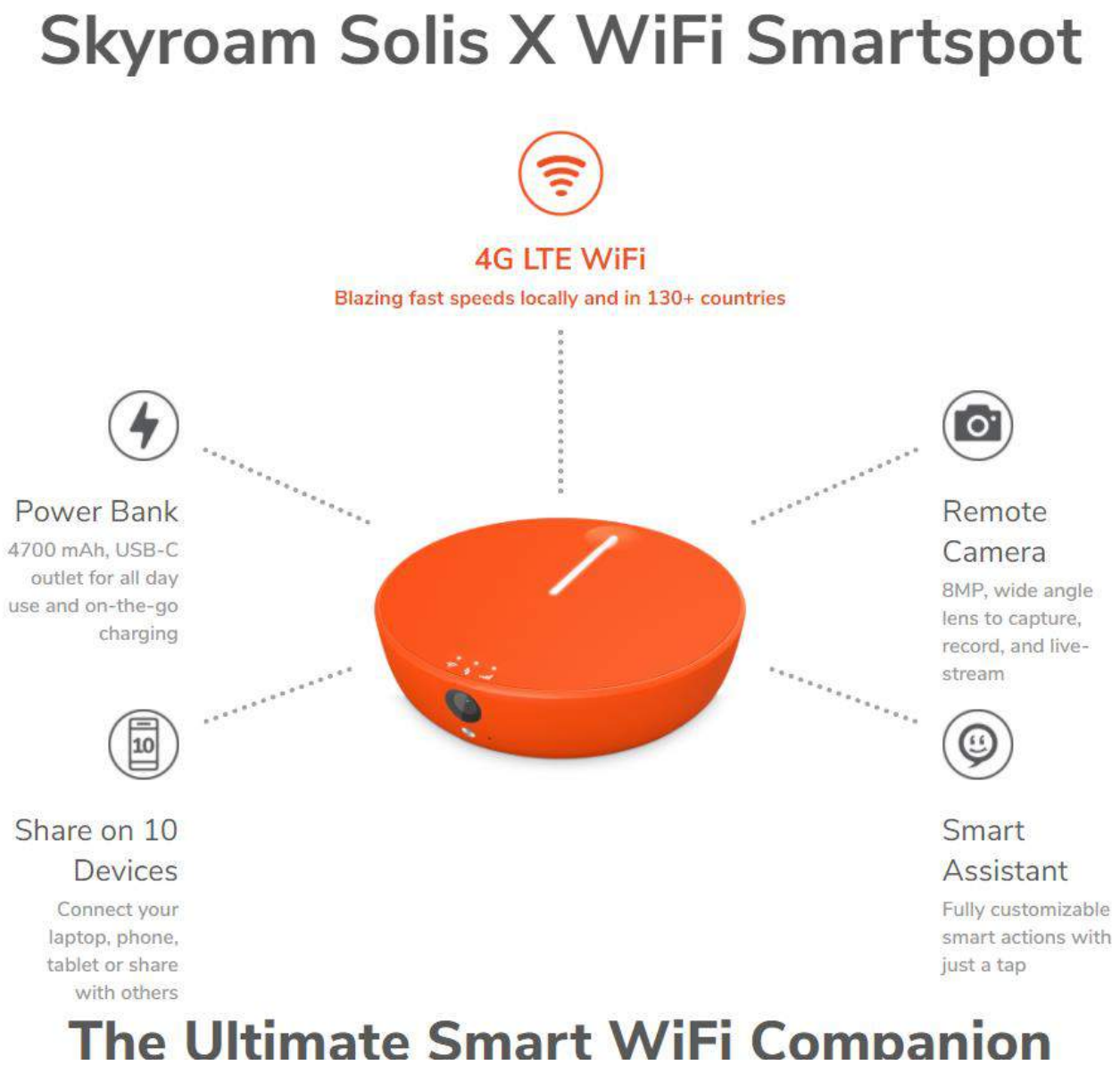
With a single button, the background noise coming from the call participants



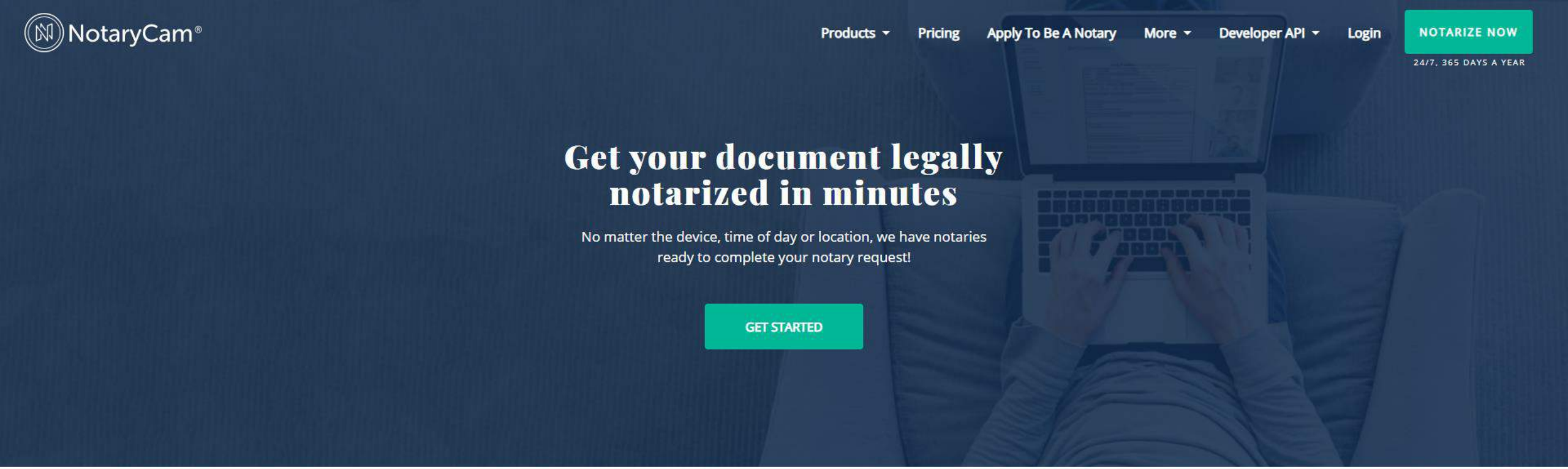
Krisp (noise suppression)

Skyroam

- Access the internet *whenever* and *wherever* you need to
- Works globally – no local access fees
- Can buy day pass or subscription
- Lifesaver if you ISP goes out



eero (WiFi mesh network)



NotaryCam.com

REMOTE NOTARY SERVICE!

Other Cool Tech for Remote Work

weboost

Vehicle Boosters

Instantly boost your cell signal wherever you are.

Enjoy fewer dropped calls, faster internet speeds, improved video streaming, and more — with weBoost cell signal boosters in your home or vehicle.

Lumecube

ThePhotoStick

Built For Professionals.

Fast.
Duet is built by ex-Apple engineers, delivering a retina display at 60 frames per second with zero lag. Seriously.

Productive.
Using an additional display can double your productivity by reducing time to switch contexts.

TouchOS.
Use a desktop like never before. The most advanced display for your Mac or PC.

Duet – turn you iPad into a second monitor!

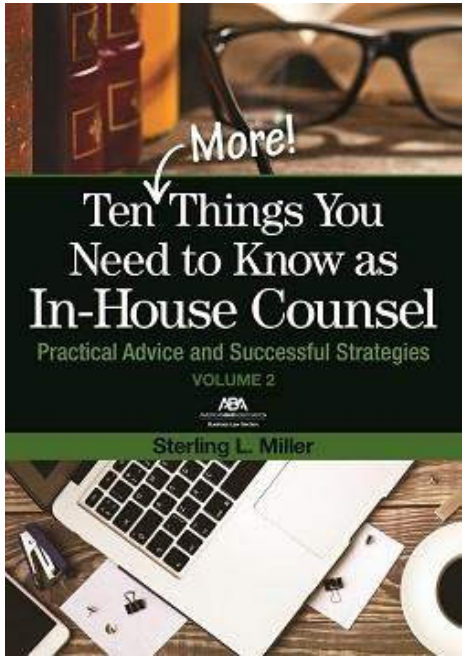
How To Fix Printer Issues In Windows 10 [Tutorial]

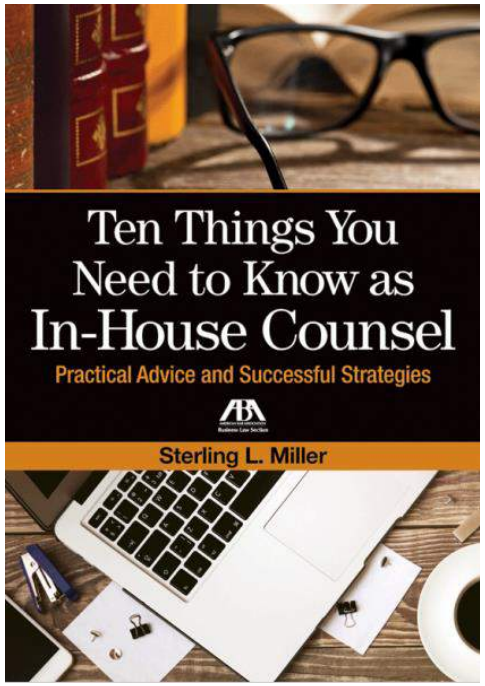
248,880 views • Oct 22, 2016

YouTube – Your IT Support Secret Weapon!

Resources

- Joanna Stern – *WSJ* tech column + e-book *WSJ's Tech Guide to Work-From-Home* (free if a subscriber)
- 60 in 60 – Best of the ABA Tech Show (2020)
- 60 in 60 – Best Tech Tips of the ABA Tech Show (2019)
- *Ten Things – Buying and Implementing Legal Tech*
- *Ten Things - What all Legal Departments Need to Know about Artificial Intelligence*
- *Ten Things – Electronic Signatures*





Thank You!

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www.TenThings.net

Questions

Princeton Legal Search Group, LLC

The Most Trusted Name In Legal Search

On Behalf of Princeton Legal Search Group

Thank you