



Why Microsoft's *Matter Center* Matters

It has been over a year since Microsoft teased the legal world with its announcement at the 2014 International Legal Technology Association (ILTA) conference, that they had been building and testing an Office 365 integrated Document Management System (DMS). Since this time the application named ***Matter Center for Office 365*** has been piloted by over 200 Legal firms and Microsoft partners. The Microsoft Legal and Corporate Affairs Group (LCA) were the architects of *Matter Center*, and the end result boasts a more than comprehensive platform that was built for attorneys, by attorneys.

The benefits of having an Office 365-based DMS platform is easy to see, for example:

- 1) **No VPN for remote access.** Unlike most in-house Document Management Systems, *Matter Center for Office 365* is completely cloud-based. This eliminates managing internal remote access systems, thus enabling attorneys to access documents remotely. Wherever there is Internet access, you have access to live data.
- 2) **Collaboration is simple.** You can easily share and edit documents with both in-house staff and individuals outside your organization.
- 3) **Version control.** *Matter Center* builds upon Microsoft Sharepoint's document versioning to ensure that multiple people can edit the same document without fear of losing valuable content.
- 4) **Microsoft Office 365 integration.** *Matter Center* gets installed alongside your current Office 365 subscription and seamlessly integrates with Outlook, Word, Excel, OneNote, etc.
- 5) **No costly module add-ons** for remote or mobile access.
- 6) **Compliance and Security.** Microsoft Office 365 meets or exceeds most global security standards, including FISMA, EU DPD, HIPAA, ISO Standards, and more. Easily determine who has access to which cases or documents. All documents are encrypted during transmission and during storage.
- 7) **Document tagging and pinning.** You can tag documents and email within Outlook and Word for easy association with a matter. Pin important documents so that they are easy to identify.

This is very small sample of some of the out-of-the-box benefits to *Matter Center*.

A common complaint and issue facing firms is the ongoing cost of Document Management Systems. Upgrades, annual support, implementations, etc. can be quite expensive – particularly for smaller firms looking to make the jump from simple network folder shares, to a Document Management Systems. This is where *Matter Center for Office 365* truly shines. For organizations that are currently using Office 365 the cost for *Matter Center* is extremely attractive. *Matter Center* is already included in your Office 365 subscription; however, it will require an implementation and an additional Microsoft Azure subscription, which can be as low as \$150 a month. For organizations that are not using Office 365, Microsoft developed the platform to operate in a hybrid environment, so you do not have to migrate your email to Office 365 to take advantage of *Matter Center*.

Matter Center is an impressive application that will surely gain the attention of law firms looking to streamline their technology infrastructure and improve reliable access to case documents and email.

If your firm is interested in learning more about **Microsoft *Matter Center for Office 365***, please contact David Kaszowicz, at Hilltop Consultants:

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