



ELM Solutions

Office Companion for TyMetrix® 360° Smart Assist

Key Benefits

- Simplifies the management of focused tasks quickly and easily within Outlook
- Streamlines invoice review workflow right inside your inbox
- Conveniently access everywhere using the Office 365 Outlook Web App
- Quick and easy to install latest Microsoft Add-in technology

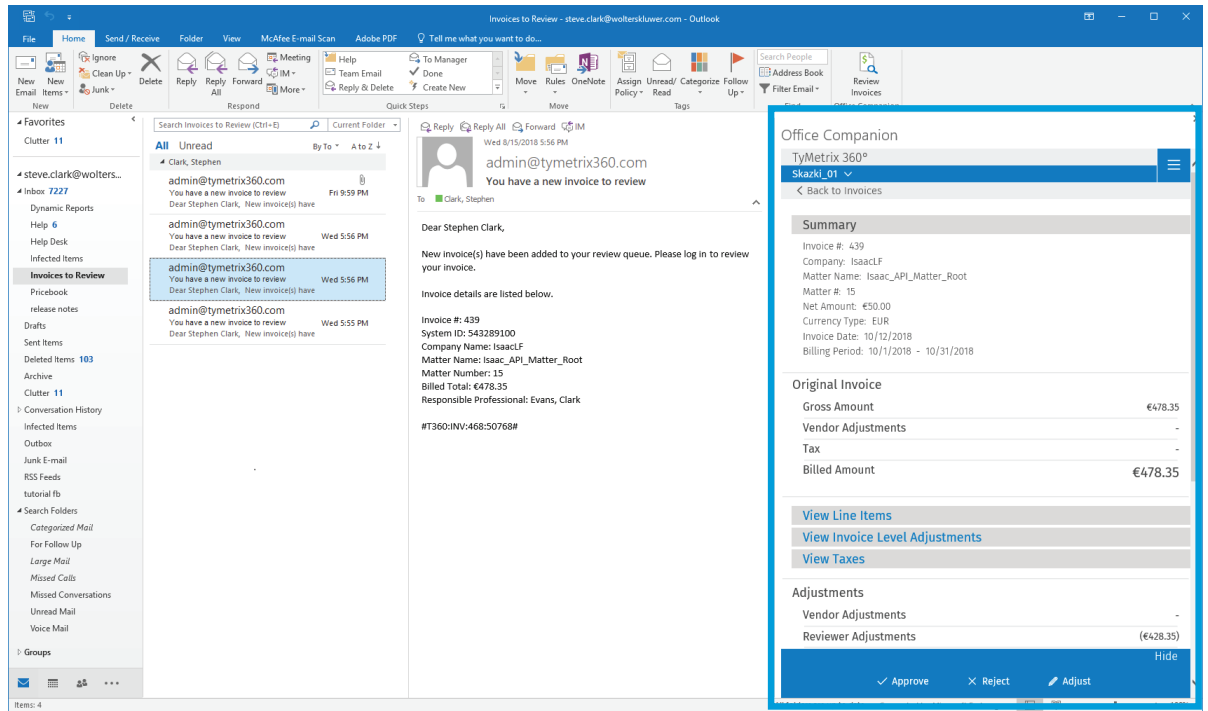
The next generation interface for seamlessly managing legal workflows and tasks within the Microsoft® Office Suite.

Office Companion is the next-generation interface for seamlessly managing legal workflows and tasks within the Microsoft Office Suite. Smart Assist capabilities for Office Companion, allow user to perform focused tasks quickly and easily right within their inbox.

With seamless integration between Microsoft Outlook and TyMetrix 360, Office Companion with Smart Assist capabilities streamline invoice workflows with an easy to use, intuitive interface that allows users to quickly and easily approve, adjust, or reject invoices from within Microsoft Outlook without having to switch between multiple applications. This saves time, and because your teams are more empowered with familiar tools designed to be compatible with how they prefer to work, this promotes greater usage and adoption of your system Conveniently access on your desktop, or anywhere using the Office 365 Outlook Web App.



Office Companion for TyMetrix® 360° Smart Assist



Key Features:

- Approve, adjust or reject invoices quickly
- Review and adjust invoices at the line-item level
- Provide comments for adjusted or rejected invoices
- See invoice queue information at-a-glance
- View invoices in multiple currencies, and see invoice tax details
- Easy to use with familiar settings for preferences

Built to be the most comprehensive and most flexible productivity offering for enterprise legal management in the industry.

- Flexible and modular architecture allows for new apps and Smart Assist capabilities to be easily deployed to support a wide range of legal workflows.
- Leading edge usability, performance, and breadth of functionality built on Microsoft products and related technologies.
- Supports multiple versions of Office and Exchange (Office 2016, Office 365 ProPlus, Office 365 Outlook Web App, Exchange Online and Exchange 2016)

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