Document automation

Kleos
Document Creator PLUS

Automated template creation with our no-code editor

Dynamic questionnaires, automatic reuse of legal facts and smart grammar control for error-free documents.

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When you have to be right

Boost your document automation to a new level

With Kleos Document Creator PLUS we offer a comprehensive software solution you can use to generate individual templates based on your own text patterns. Use the interactive platform to automatically create complex legal documents with the aid of decision trees and pre-filled responses to predefined questionnaires.

Document automation simplifies the delegation of tasks while creating long-term added value within the organisation. As the relevant legal expertise is integrated into the template, even lessexperienced employees or persons with no legal background can answer the questionnaire. Changes and improvements can be made effortlessly at any time. An update can be drafted even as employees continue using the previous version, and the latest version can be published 'on the fly' using the smart Publish function.

With Kleos integrated, specific information can be inserted automatically into a document, bypassing the need to enter data manually. Existing data from Kleos can be imported into the template, and the finished document can be saved in the relevant file. This creates a modern document workflow with a seamless link to follow-up tasks.

Professional document templates can be created using the **'SmartEditor'**, which is based on Microsoft Word. It is so easy to use that no technical knowledge is required to add complex structures and legal conclusions to a template. The rules are specified in the templates, and, like magic, end users are guided through a user-friendly questionnaire that accompanies them through legal categories and complex substantive links.

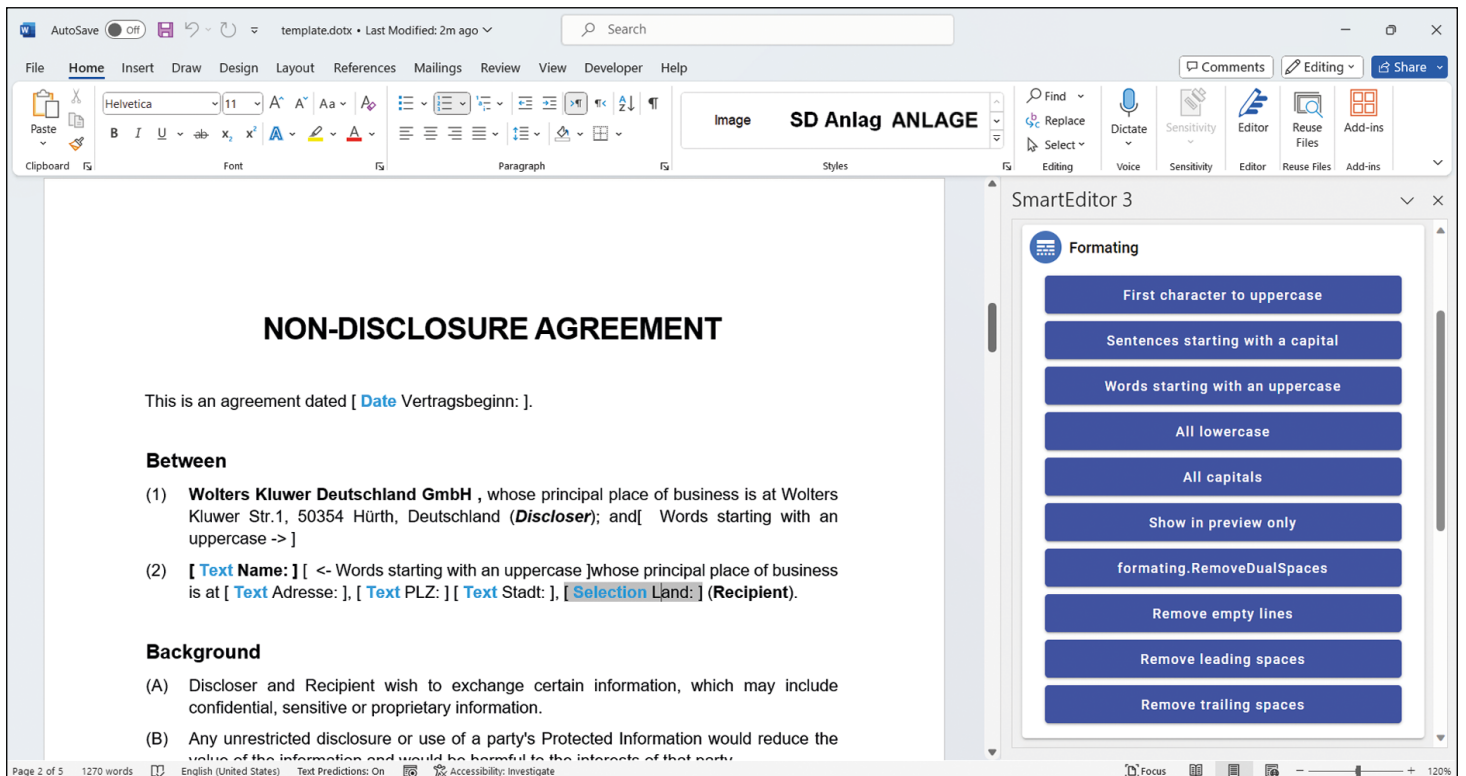# And here's how easy it is

Figure 1: Smart Editor in Word

The fact that SmartEditor is fully embedded in Word simplifies document creation. The user has the option of indicating directly which data can be entered later via the Q&A screen – such as addresses, dates, salutations or entire paragraphs. Questions are simply inserted into the template via drag & drop. This does not require any technical expertise. The SmartEditor ensures compliance with your corporate identity and only allows the assigned administrators to make changes.
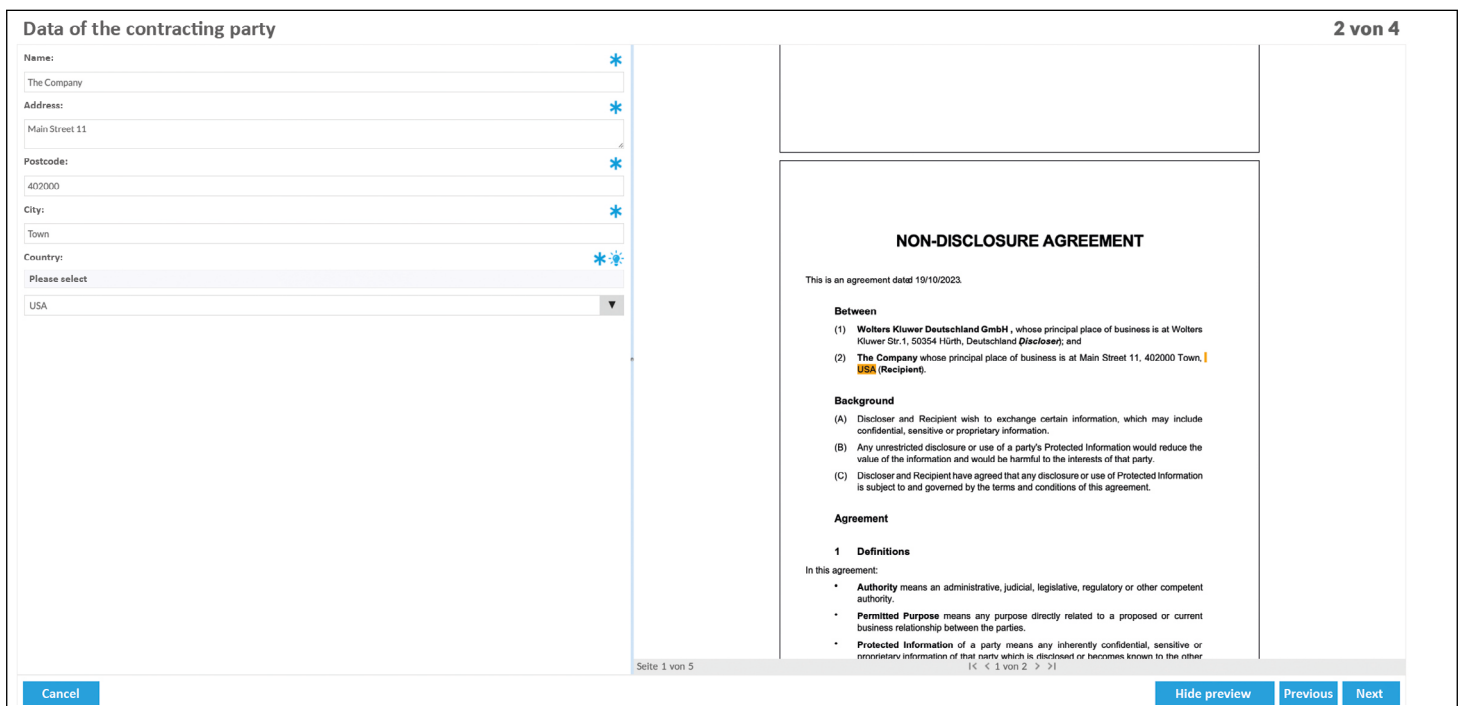

Figure 2: Q&A questionnaire

Our platform makes it easy to create documents. The user can use a simple Q&A screen to customise standard documents. The preview function helps save time and prevent errors.

Clear benefits for your law firm

Versatile platform compatibility
Compatible with all operating systems, whether macOS or Windows, Kleos Document Creator PLUS enables smooth use on various platforms.

No IT skills required
Create your own individual document templates, clauses and text modules in your accustomed MS Word environment. Kleos Document Creator PLUS does not require any programming skills.

Resource optimisation
With a flexible and interactive questionnaire, you can document facts while increasing efficiency at the same time. By applying your legal expertise, you will automatically scale all the required expertise for future purposes.

Risk minimisation
If a clause requires updating in light of new court decisions or legislation, it will automatically apply across all your contract templates and legal documents.

Smart grammar
Avoid mistakes and quit worrying about perfect wording, proper grammar or the time-consuming, manual replacement of names. Everything is automated and clear. Legal assessments of facts can be automated based on certain rules following a determination of how these rules apply to a case.

Centralised management and seamless integration
Manage all templates for legal documents, text modules and contractual clauses in a single, central location. As the system is fully integrated with Kleos and all its data, this permits automatic imports of pre-filled metadata.
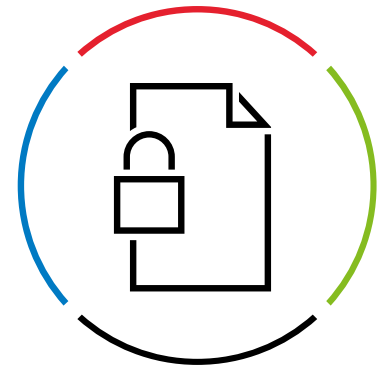
At a glance

You can use Kleos Document Creator PLUS to add your own automated templates to your template library and create complex contracts and other documents in a very short period of time. Use a questionnaire to prevent errors in the recording of relevant facts. The document is generated in **real time** and includes a live preview. This keeps you in control at all times, saves time and makes your workflows more efficient.

- With the clear no-code editor, anyone can generate complex template logic instantly in Microsoft Word
- Complex issues are structured using a dynamic, intelligent questionnaire
- One-time introduction of legal issues that can be automatically reused at once
- Dynamic insertion of information from the file into the respective document template
- The live document preview keeps connections and structures transparent to the user as they complete the questionnaire
- Display of bilingual templates: Creation and easy use of bilingual templates
- Easy addition of question-specific help texts (explanations, detailed information, helpful links, etc.) simplifies completion of the questionnaire
- Creation of error-free documents through use of smart grammar control (e.g. verb conjugation, gender, declension, etc.)
- Publication function and version management for the dependable provision of new or modified templates in day-to-day operations
- Management of roles and access rights, based on the respective specific requirements
- Clause management: Risk minimisation through easy updating of contractual clauses

Safety is our top priority. Document Creator PLUS complies with the highest security standards and GDPR directives.

Kleos

Launch a new era – Kleos is unlike any law firm software you have ever known. Kleos quickly integrates into your law firm, is particularly intuitive and is fun to use, even away from the office. Enjoy complication-free use of the very latest cloud technology. With Kleos, all you need is a PC with Internet access. Kleos even automatically takes care of backups and updates for you. All of your data are stored in the datacentre in compliance with German security standards.

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