

ELM Solutions

ELM Companion for Office

Seamlessly integrates legal matter management workflows with Microsoft® Office

ELM Companion for Office brings TyMetrix 360° into the applications your teams already use. From Outlook, Word, Excel, and PowerPoint, users can open matters, file emails and documents, and review invoices in a side panel - all without switching systems or re-keying data. Less context switching means faster work, cleaner records, and stronger adoption of your ELM platform.

Key features and benefits

→ Open matter and invoice details in one click from Outlook, Word, Excel or PowerPoint

→ Drag and drop, or quick-file, emails and documents straight into the right matter or invoice

→ Review invoices from the My Invoices Awaiting Review list - see adjustments, flags, appeals, and narratives, then approve or reject

→ Check documents in and out with revision history and status update, fully integrated with OneDrive for team collaboration

→ Filter and save custom tabs by matter type, status, or practice area

How it's built

→ A Microsoft 365 web add-in built on Microsoft's current add-in framework

→ Works with New Outlook and the modern Office experience across desktop and web

→ Web-based architecture for broader compatibility and long-term sustainability

→ Deployed through the Microsoft App Store, with simple install and deployment guidance

→ Live connection to ELM data - no separate synchronization to manage

→ Single sign-on and the TyMetrix 360° permissions and security you already have in place

What it delivers

→ Time back for legal and claims teams

→ Better data quality - matters stay current because updating takes seconds

→ Faster invoice cycles with review, adjustment and approval detail being in one place

→ Higher platform adoption and clearer collaboration with outside counsel and internal stakeholders



Users can quickly view their matter-related information, including emails, documents, and notes – all without switching applications.

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