



Increase document productivity and efficiency

Maintain brand consistency and professionalism

Reduce cost to restyle, renumber, and repair documents

Save 80% reformatting time on any document

Reduce calls to IT Support desks

Document production is a core function for law firms as legal advice is often delivered to clients in documents.

Lawyers and document production specialists rely on house styles to format documents efficiently so they are consistently and professionally branded.

However, approximately 60% of calls to IT Support are for document formatting problems. Reasons for this vary, but they tend to be because staff have not applied the correct styles to the document; new styles have been introduced by external parties or content from third-party vendors; or, the document has become damaged and is not functioning correctly.

Firms might also be updating their templates and styling as part of new branding or as a result of a merger or acquisition.

Reformatting or fixing documents manually is time-consuming and expensive. This is why firms turn to styleDocs to automate the process – saving as much as 80% reformatting time.

IMPROVE PRODUCTIVITY

Clients' expectations are growing across the legal sector. While lawyers are doing more of the document drafting themselves, many lack the skills to make Microsoft Word work for them. Most timekeepers would like to simply focus on the law and not be troubled with document formatting.

However, firms tell us up to 10% of timekeepers' time and over 20% of secretaries' time can be spent dealing with formatting issues.

A COMPLETE SOLUTION

styleDocs saves at least 80% of document reformatting time on any legal document. With its automated document clean-up process, styleDocs can do in minutes what it would take even experienced Word users hours to do.

styleDocs is built to significantly reduce the time lawyers and other legal professionals spend struggling with problem documents, enabling them to focus on the law and the needs of their clients.

EFFICIENTLY MANAGE HOUSE STYLE AND BRAND

The styleDocs automated reformatting tool consistently applies your house style and brand, removing sources of corruption and legacy formatting and applying best practice Word settings.

Other visual aspects of your brand can be maintained or updated from cover pages, footers, and tables of contents to other highly branded formatting features in marketing documents and customer reports.

ANY DOCUMENT, ANY STYLE

Reformat documents to your house style or a third party's style

Fix problems in internal or third-party documents

Rebrand batches of documents to new house style

Check formatting quality and stability of your precedents

TOOLS AND FEATURES		
	<p>styleDocs toolbar Extensive set of editing and reformatting tools in Microsoft Word Customize toolbar based on needs and requirements</p>	<p>Operating Systems Microsoft Windows 8, 8.1, or 10 (64-bit) Supports Citrix XenApp/ XenDesktop/Terminal Services .NET Framework 4.7.2 or newer</p> <p>Microsoft Office Office 2013 and higher (32-bit or 64-bit)</p> <p>Office 365 DocsCorp products integrate successfully with Microsoft Office 365 when installed locally. No integration is possible currently in Office Online apps.</p> <p>Hardware Minimum 2 core/4 thread, 2GHz or faster, x86-bit or x64-bit (e.g., i3 or above) processor 4 GB RAM</p> <p>Recommended 2 core/4 thread, 2.6GHz or faster, i5 or higher 6 GB RAM</p> <p>INTEGRATIONS Microsoft Office iManage FileSite/DeskSite</p>
	<p>House style application Codify your house style for each formatting element in your documents Apply the firm's style to a document from the dynamic styleDocs toolbar in Microsoft Word Switch to alternative numbering schemes for schedules, appendices, and defined terms</p>	
	<p>Document clean-up Clean up, repair, and reformat any document using the firm's house style in a single, automated process</p>	
	<p>Cross references Locate broken cross references in your document Convert textual cross references to automated Word cross references quickly and easily Convert cross references from PDF or OCR'd documents</p>	
	<p>New styles It's simple to create and save new document styles and numbering schemes</p>	
	<p>Analyze and fix Report on document corruption and instability Check for over 50 causes of document corruption and instability Choose where to apply common fixes</p>	
	<p>Third-party styling tools When working with third-party documents, users can identify, correct, or edit applied numbering schemes and formatting styles Adopt key market and regulatory standards including DEG standard and Loan Market Association styles</p>	
	<p>Numbering and editing tools Import predefined style and numbering sets into any document. Users can standardize the quotes in a document by converting to or from smart or straight quotes</p>	
	<p>Export styles Styles and numbering can be exported from any document to clean up, repair, and reformat according to third-party house style</p>	
	<p>Integration Integrates with Microsoft Office Integrates with major document management systems</p>	