

LegalOps Function	Definition	Pearson Partners International   <i>Spotlight Series</i> Live!
Change Management	Embrace targeted changes in the way work is done.	
Compliance	Ensure organizational awareness of and adherence to rules and regulations in all jurisdictions.	
Contract Management	Manage contract creation, execution, storage and compliance with contractual obligations.	
eDiscovery	Identify, collect and produce electronically stored information for a lawsuit or investigation.	
External Resources Management	Oversight of vendors and law firms from selection through performance management and payments.	
Financial Management	Allocate financial resources, forecast revenues/expenses and create/maintain budgets to ensure compliance with accounting and cash flow requirements.	
Information Governance (Records Mgmt)	Manage electronic and physical documents enterprise-wide to support compliance and operations.	
Innovation Management (New)	Collect, analyze, select, pilot and implement innovative systems and processes in the legal department.	
Internal Resources Management	Manage recruiting, onboarding, training, work allocation, performance management, talent development and employee communications in the legal department.	
Intellectual Property Management	Optimize ROI in the tangible assets of an organization, such as patents and trademarks.	
Knowledge Management	Capture, distribute and effectively use both structured and tacit knowledge assets, from work products (such as legal memos) to understanding of an issue due to prior experience.	
Metrics & Analytics	Collect, organize and use data to inform decision making and performance management.	
Project & Process Management	Plan, coordinate and oversee multifaceted initiatives & matters; continuously improve efficiency.	
Strategic Planning & Legal Leadership	Set legal department goals that align with enterprise objectives, prioritize initiatives, allocate resources and define metrics to assess progress.	
Technology Management	Optimize use of technology, including planning, selection, procurement/development, training and adoption.	