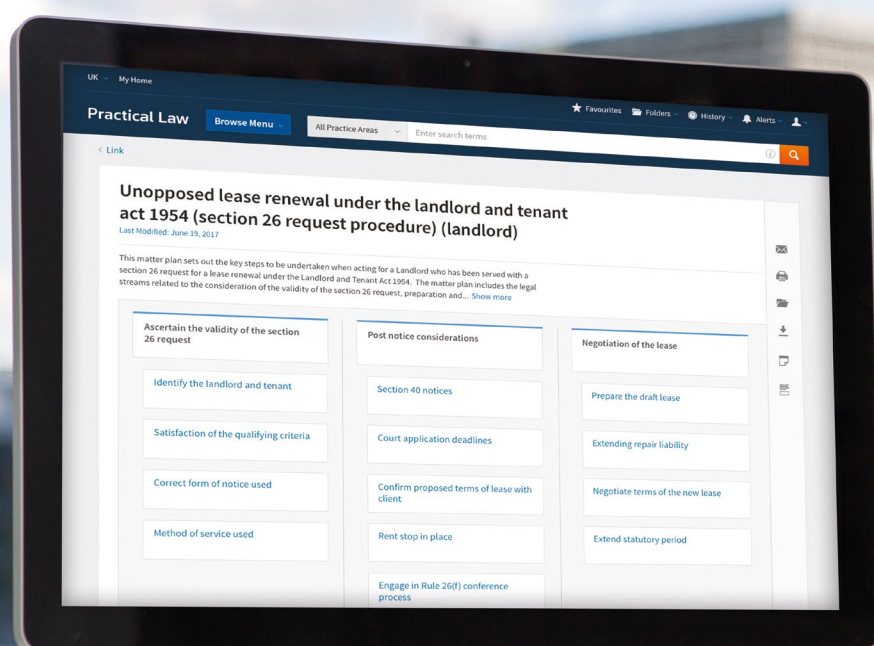


# Practical Law Matter Maps™

Resources for legal matter management



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you need to find trusted answers.



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How can you quickly, accurately, and efficiently gain an overview of the phases of work and core tasks that need to be carried out when undertaking a legal matter?

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## Practical Law Matter Maps

Matter Maps provide an overview of the phases of work and core tasks for legal matters, with links to relevant Practical Law resources that help you complete the tasks efficiently and effectively.

### Why use Matter Maps?



#### Greater efficiency

Practitioners can see everything that needs to be done on a given matter, with the Practical Law resources needed to do it, all in one place. Partners can spend less time on instructing junior lawyers and more on higher value-add and revenue generating activities. Junior lawyers get an enhanced way to more quickly navigate and discover relevant Practical Law content.



#### Greater transparency

With a structured map, law firms can provide much greater transparency because they are able to show upfront what the process is for a matter, what work is entailed, and what the end product will be. In-house legal teams also gain the ability to keep track of a matter that their company is involved in.



#### Instant access to expert-drafted Matter Maps

Matter Maps allow law firms of any size to instantly access more than 70 expert-drafted, Practical Law templates that offer a high level overview of a legal matter with the key phases and tasks that need to be followed, in an interactive tile-view format.



#### Better training for junior lawyers

Matter Maps can be used for junior lawyers induction training as well as providing "on the job" guidance." With a clear outline of what needs to be done for a legal matter, junior lawyers are in a better situation to get to grips with the correct process. This improves their knowledge and gets them up to speed with what is expected for any given matter.

# The new legal landscape

The legal market is shifting towards a process driven, repeatable model for the delivery of legal services, with a greater emphasis on consistency, accurate budgeting and greater project management discipline. With this market shift, law firms are under increasing pressure to be transparent in their work and their pricing to clients.

Senior practitioners are under pressure to plan matters carefully and create a budget which they stick to. Their junior counterparts need to understand the context of the work they are doing and quickly identify the key know-how needed to undertake a task within a matter. Equally, in-house legal teams need support in communicating the key tasks of a matter to their business and to manage outsourced legal work effectively.

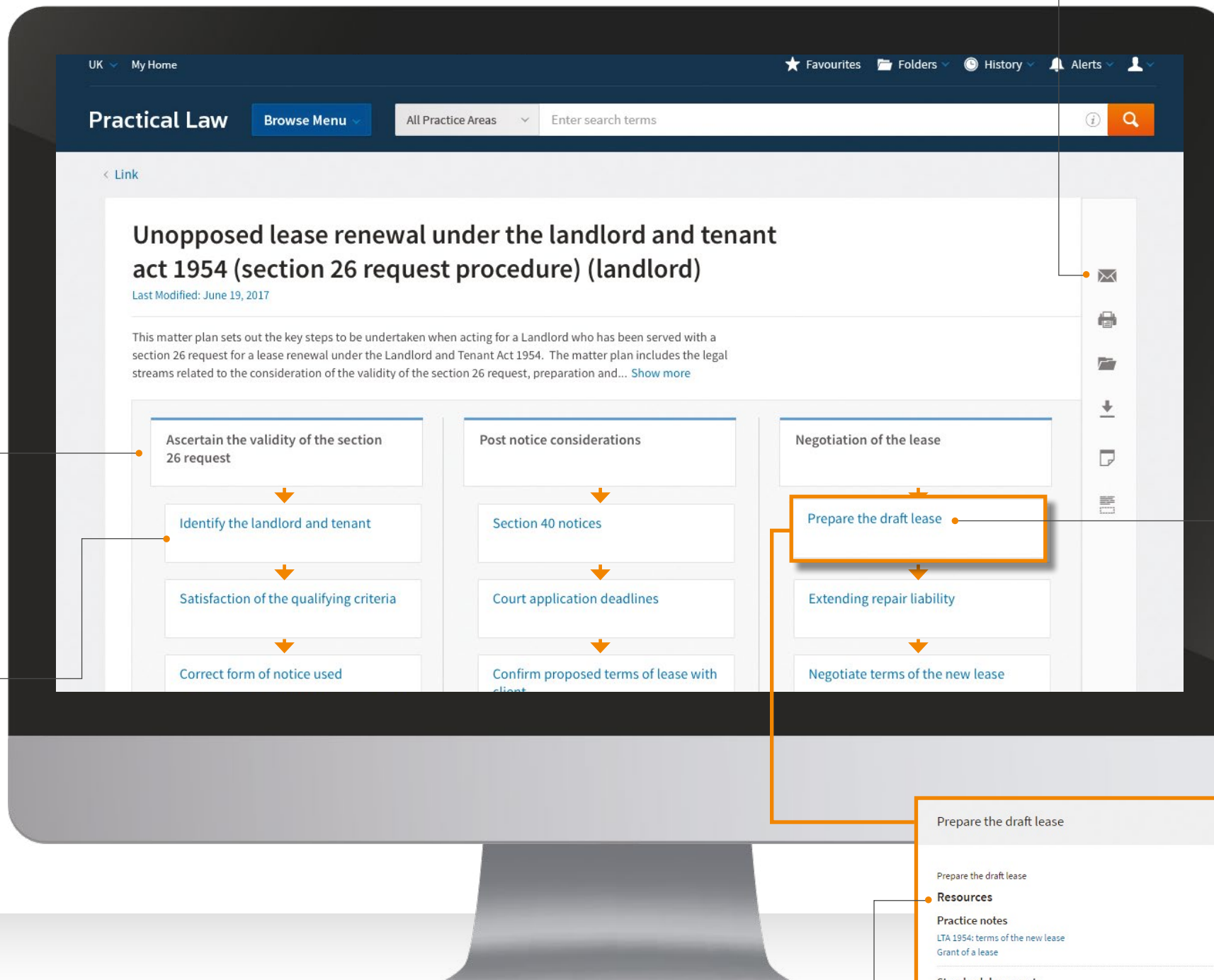
Without process maps for legal matters, law firms can't meet this new standard required by the legal market, while in-house teams can't accurately and efficiently keep track of the work being conducted by their outsourced legal team.

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A comprehensive collection of more than **70** Matter Maps across most Practical Law Practice Areas.

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**Full Practical Law functionality:**  
Benefit from the ability to add notes, print, email, download, and save Matter Maps.

**A high level overview of a legal matter:** Quickly identify the steps involved in a matter from start to finish.

**Task management:** Each phase of a matter lists a set of tasks which need to be completed before moving onto the next phase.

**Links to Practical Law resources:** Select one of the tasks and find the right Practical Law content, chosen and curated by our editorial team, for the task in hand easily, by tying links to selected, directly relevant content to the tasks in the map.

**Practical Law content:** Scroll through the wealth of Practical Law resources, relevant to that task, to identify the content that will help you get the work done quicker and more efficiently.

Prepare the draft lease ✕

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Prepare the draft lease

**Resources**

**Practice notes**

- [LTA 1954: terms of the new lease](#)
- [Grant of a lease](#)

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**Standard documents**

- [Renewal lease by reference to an existing lease](#)
- [Leases: long lease of a whole commercial property](#)

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[Close](#)

## For more information:

Call **+852 2847 2000** or email **[smhk.salesenquiries@thomsonreuters.com](mailto:smhk.salesenquiries@thomsonreuters.com)**

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