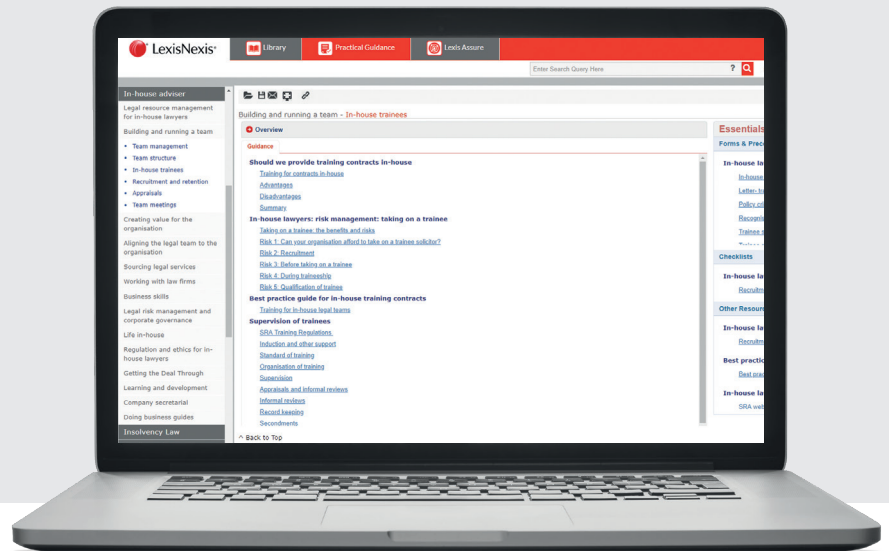


In-house Adviser



A practical legal 'how to' guide

Need to know how to manage risks within an organisation? Tasked with supervising and managing teams, business units and projects? Looking for practical ways on how to source legal services, develop project skills and get deals with other countries? *Practical Guidance In-house Adviser* is a practical and user-friendly online instrument that offers step-by-step guidance to all In-house lawyers on how to deal with the management of teams, develop risk management strategies, pay attention to legal aspects within a business, source legal services and formulate deals with other countries.

Understanding the particular aspects of In-house adviser management

Practical Guidance In-house Adviser pulls content from our UK LexisPSL product in order to offer a local perspective on practices relating to company secretarial law and risk management as well as providing intricate and detailed material of how to deal with the running of an organisation, supervision of teams and how to create risk management solutions in order to prevent risks from attacking the business. Both the local and international sites present key insights into the life of an In-house adviser thereby creating a single user friendly system to ensure that In-house lawyers do not have to look beyond their capabilities to determine specific solutions. *Practical Guidance In-house Adviser* content is obtained using the UK LexisPSL site and is regularly updated by comparing the local and international sites to ensure that users have direct access to relevant and appropriate information, updated and current legislation, regulations and case law as well as offering users an additional benefit of receiving resources such as diagrams, flowcharts, checklists and customisable forms and precedents which will be of practical use in their day to day businesses.

Who should use this guide?

- In-house legal advisers
- Attorneys
- Company secretarial officers
- Business managers

Stay compliant

Practical Guidance In-house Adviser is a comprehensive online toolkit for those who require a fast reference guide in order to comply with the various tasks of an in-house lawyer. Acting as a quick reference guide, a precedent bank and a trusted resource tool, this easy-to-navigate online resource gives you detailed, up-to-date information across 31 sub-topics and offers over 200 forms, precedents, checklists and other resources for practical application. The result? Speedy access to accurate and relevant information, expert opinion, and practical resources in a user-friendly format on a single platform.



31 TOPIC
OVERVIEWS



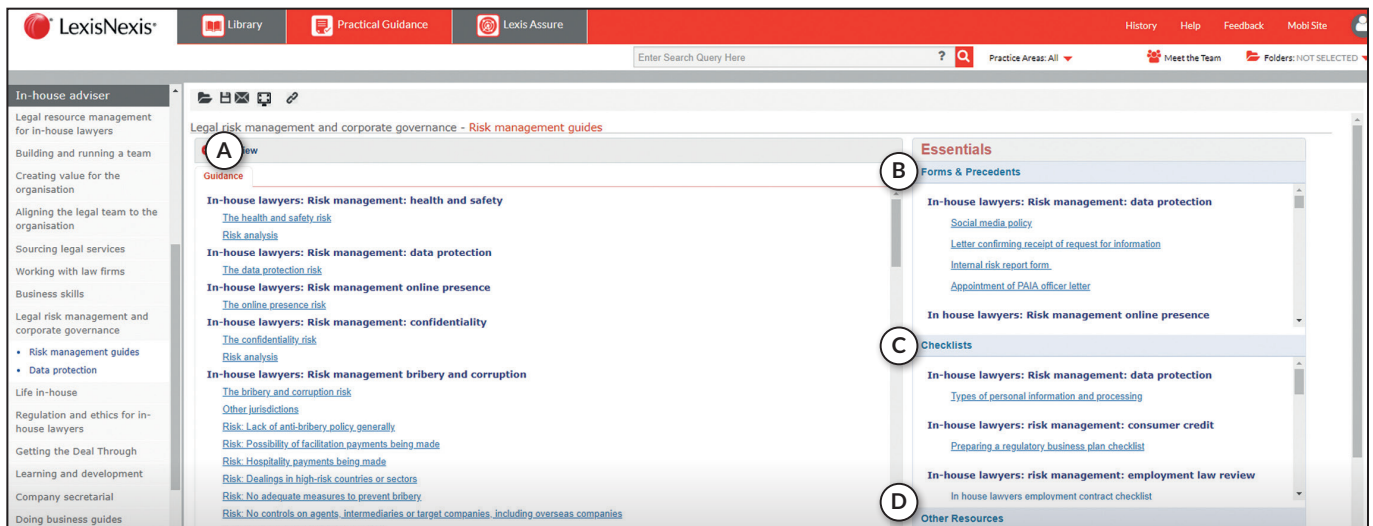
OVER 300
GUIDANCE NOTES



UP-TO-DATE JUDGMENTS
FOR REFERENCE

Resources include:

- 31 sub-topic overviews
- Over 300 Guidance notes, including practical aids
- Over 200 customisable forms, precedents, checklists and other resources to provide for easy administration of steps to be followed including:
 - Tips for managing conflict in a team
 - In-house internal risk report form
 - Trainee solicitor induction plan
 - In house lawyers interview questionnaire and record
 - Employee offer letter
 - Global collaboration checklist
 - Useful tips for working in multilingual teams
 - Leadership evaluation checklist
 - Contract clause templates
 - Guides for various jurisdictions



A GUIDANCE NOTES

Over 31 sub-topic overviews and over 300 Guidance notes. The sub-topic overviews group content and information together according to relevant tasks and responsibilities of the in-house lawyer. Each Guidance note provides step-by-step guidance on how to deal with the management of teams, develop risk management strategies, pay attention to legal aspects within a business, source legal services and formulate deals with other countries.

B FORMS AND PRECEDENTS

Over 200 forms and precedents. Provides access to customisable precedents across all topics including risk report templates, contract clause templates, contract examples, continuity plan templates, risk forms and assessment forms.

C CHECKLISTS

Various checklists. Checklists provide step-by-step information to ensure compliance with the relevant processes and procedures involved in risk management, team assessments, business planning and much more.

D OTHER RESOURCES

Over 100 other resources. Contains guides and practical aids that provide essential information to assist in entering into deals with other countries. Flowcharts and diagrams provide step-by-step assistance in navigating processes and procedure.

Want the latest practical legal guidance for in-house adviser?

Visit our website for a free demo or more information on *Practical Guidance In-house Adviser*.



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