

# LEGAL PROJECT MANAGEMENT TEMPLATE

COMPANY NAME

Beta Legal Partners

DATE

00/00/0000

STATUS

In Progress

% COMPLETE

72%

## TASK TIMELINE



### ESTIMATED WORK VS. ACTUAL WORK



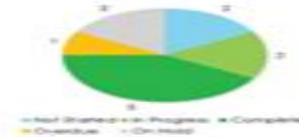
### PENDING ITEMS



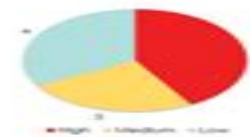
### PLANNED VS. ACTUAL COST



### TASK STATUS %



### TASK PRIORITY %



## DASHBOARD DATA

| TASK NAME              | ASSIGNED TO | START DATE | END DATE | DEADLINE (days) | STATUS      | PRIORITY | ESTIMATED WORK | ACTUAL WORK |
|------------------------|-------------|------------|----------|-----------------|-------------|----------|----------------|-------------|
| Business Incorporation | John K.     | 08/02      | 08/02    | 2               | Complete    | High     | 8.00           | 8.00        |
| Business Acquisition   | Bob C.      | 08/02      | 08/02    | 3               | Not Started | Medium   | 10.00          | 10.00       |
| Liability Defense      | Kristen E.  | 08/02      | 08/12    | 4               | In Progress | Low      | 10.00          | 8.00        |
| Patent Application     | Samuel W.   | 08/04      | 08/11    | 3               | Complete    | Low      | 8.00           | 8.00        |
| Task 5                 |             | 08/11      | 08/18    | 3               | In Progress | Medium   | 25.00          | 28.00       |
| Task 6                 |             | 08/14      | 08/17    | 3               | Complete    | Low      | 8.00           | 8.00        |
| Task 7                 |             | 08/17      | 08/21    | 3               | On Hold     | High     | 20.00          | 18.00       |
| Task 8                 |             | 08/24      | 10/02    | 9               | Overdue     | High     | 8.00           | 8.00        |
| Task 9                 |             | 10/02      | 10/08    | 4               | Not Started | Medium   | 8.00           | 8.00        |
| Task 10                |             | 10/08      | 10/09    | 4               | Not Started | High     | 8.00           | 8.00        |
| Task 11                |             | 10/08      | 10/09    | 4               | On Hold     | Low      | 8.00           | 8.00        |
| Task 12                |             | 10/10      | 10/10    | 1               | Complete    | High     | 2.00           | 2.00        |
| TOTAL                  |             |            |          |                 |             |          | 125.50         | 128.50      |

### TASK STATUS %

| STATUS      | COUNT | %    |
|-------------|-------|------|
| Not Started | 2     | 17%  |
| In Progress | 2     | 17%  |
| Complete    | 5     | 40%  |
| Overdue     | 1     | 8%   |
| On Hold     | 2     | 17%  |
| TOTAL       | 12    | 100% |

### PLANNED VS. ACTUAL COST

|         |              |
|---------|--------------|
| PLANNED | \$237,741.00 |
| ACTUAL  | \$219,707.00 |

### TASK PRIORITY %

| PRIORITY | COUNT | %    |
|----------|-------|------|
| High     | 5     | 42%  |
| Medium   | 3     | 25%  |
| Low      | 4     | 33%  |
| TOTAL    | 12    | 100% |

### PENDING ITEMS

|                 |   |
|-----------------|---|
| Decisions       | 3 |
| Actions         | 2 |
| Change Requests | 4 |

| PROJECT TOTALS |            |          |             |                 |                |             |            |          |             |
|----------------|------------|----------|-------------|-----------------|----------------|-------------|------------|----------|-------------|
| PROJECT NAME   | START DATE | END DATE | STATUS      | DEADLINE (days) | ESTIMATED WORK | ACTUAL WORK | START DATE | END DATE | STATUS      |
| Project 1      | 08/02      | 08/02    | Complete    | 2               | 8.00           | 8.00        | 08/02      | 08/02    | Complete    |
| Project 2      | 08/02      | 08/02    | Not Started | 3               | 10.00          | 10.00       | 08/02      | 08/02    | Not Started |
| Project 3      | 08/02      | 08/12    | In Progress | 4               | 10.00          | 8.00        | 08/02      | 08/12    | In Progress |
| Project 4      | 08/04      | 08/11    | Complete    | 3               | 8.00           | 8.00        | 08/04      | 08/11    | Complete    |
| Task 5         | 08/11      | 08/18    | In Progress | 3               | 25.00          | 28.00       | 08/11      | 08/18    | In Progress |
| Task 6         | 08/14      | 08/17    | Complete    | 3               | 8.00           | 8.00        | 08/14      | 08/17    | Complete    |
| Task 7         | 08/17      | 08/21    | On Hold     | 3               | 20.00          | 18.00       | 08/17      | 08/21    | On Hold     |
| Task 8         | 08/24      | 10/02    | Overdue     | 9               | 8.00           | 8.00        | 08/24      | 10/02    | Overdue     |
| Task 9         | 10/02      | 10/08    | Not Started | 4               | 8.00           | 8.00        | 10/02      | 10/08    | Not Started |
| Task 10        | 10/08      | 10/09    | Not Started | 4               | 8.00           | 8.00        | 10/08      | 10/09    | Not Started |
| Task 11        | 10/08      | 10/09    | On Hold     | 4               | 8.00           | 8.00        | 10/08      | 10/09    | On Hold     |
| Task 12        | 10/10      | 10/10    | Complete    | 1               | 2.00           | 2.00        | 10/10      | 10/10    | Complete    |
| TOTAL          | 08/02      | 10/10    |             |                 | 125.50         | 128.50      | 08/02      | 10/10    |             |

# Excel Legal Case Management Template

**Paul S. Royer, PMP**



## **Excel Legal Case Management Template:**

*Management Accounting Case Book* Raef A. Lawson, 2020-07-07 Enlighten your students and improve your understanding of management accounting with this carefully curated collection of case studies *Management Accounting Case Book Cases* from the IMA Educational Case Journal offers a detailed account of real world business cases accessible to a variety of business savvy audiences It provides comprehensive coverage of several areas relevant to students and professionals in business and finance including Strategic cost management including product and service costing cost allocation and strategy implementation Planning and decision making including cost estimation CVP analysis budgeting decision making capital investments target costing and TOC Operations process management and innovation including flexible budgeting standard costs variance analysis non financial performance indicators quality control lean and innovation governance Used by dozens of different universities the *Management Accounting Case Book* contains cases reviewed and rigorously vetted by the Institute of Management Accountants The book is perfect for anyone hoping to increase their understanding of management theory or facilitate lively discussion about the topics contained within **Legal Knowledge and Information Systems** IOS Press, 2013-11-28 In the same way that it has become part of all our lives computer technology is now integral to the work of the legal profession The JURIX Foundation has been organizing annual international conferences in the area of computer science and law since 1988 and continues to support cutting edge research and applications at the interface between law and computer technology This book contains the 16 full papers and 6 short papers presented at the 26th International Conference on Legal Knowledge and Information Systems JURIX 2013 held in December 2013 in Bologna Italy The papers cover a wide range of research topics and application areas concerning the advanced management of legal information and knowledge including computational techniques for classifying and extracting information from and detecting conflicts in regulatory texts modeling legal argumentation and representing case narratives improving the retrieval of legal information and extracting information from legal case texts conducting e discovery and applications involving intellectual property and IP licensing online dispute resolution delivering legal aid to the public and organizing the administration of local law and regulations The book will be of interest to all those associated with the legal profession whose work involves the use of computer technology **Game On: ADRIAN SWISH, 2024-07-24** *Game On Winning Strategies for NIL Success* By Adrian Swish Unlock Your Potential in the New Era of College Athletics Dive into *Game On Winning Strategies for NIL Success* the ultimate guide that every student athlete parent and coach needs to navigate the transformative landscape of Name Image and Likeness NIL rights Written by the visionary Adrian Swish this ebook equips you with the knowledge and tools to excel both on and off the field Discover the Pioneers of NIL Meet the trailblazers like Ed O Bannon and Shawne Alston whose courageous legal battles reshaped the collegiate sports landscape Learn from their journeys and understand how their victories have paved the way for today's student athletes to capitalize on their personal brands Master the NIL Basics

Whether you're an athlete or a supportive parent this comprehensive guide breaks down the complexities of NIL. From understanding key legal aspects to recognizing state specific regulations you'll gain the insights needed to maximize NIL opportunities without getting lost in the legal jargon. Build and Enhance Your Personal Brand. Learn how to leverage social media platforms like YouTube, TikTok and Instagram to build a compelling personal brand. Packed with practical strategies and real life examples this book shows you how to create engaging content, grow your audience and attract lucrative sponsorship deals. Navigate the Financial Landscape. Get essential advice on managing your finances from opening business bank accounts to handling taxes on your NIL earnings. With detailed guidance on budgeting, saving and investing you'll be prepared to make informed decisions that secure your financial future. Prioritize Mental Health and Wellness. Understand the importance of mental health in the high pressure world of college sports. Discover strategies for maintaining a healthy mindset, managing stress and balancing your academic, athletic and personal commitments. Leverage Technology for Success. Explore the best apps and tools for training, nutrition and social media management. From Hudl Technique for performance analysis to Canva for stunning visual content you'll find the technological edge you need to stay ahead of the competition. Real Life Success Stories. Be inspired by stories of athletes who have successfully navigated the NIL landscape. Learn from their experiences and apply their strategies to your own journey ensuring you stay grounded while achieving unprecedented success. Stay Ahead with Future Planning. Get ahead with actionable takeaways for long term success. Learn how to diversify your NIL income streams, identify emerging trends and expand your NIL portfolio to include innovative opportunities like NFTs and virtual coaching. Join the NIL Revolution. Whether you're a student athlete looking to maximize your NIL potential or a parent supporting your child's dreams this book is your essential playbook for navigating the new era of collegiate sports. Don't miss out on this opportunity to revolutionize your athletic career. Get your copy of *Game On: Winning Strategies for NIL Success* today and take the first step towards unprecedented empowerment and financial success.

About the Author: Adrian Swish is a renowned expert in sports marketing and talent management dedicated to empowering student athletes to achieve their full potential. With years of experience and a deep understanding of the evolving sports landscape, Adrian provides invaluable insights and practical strategies that resonate with athletes and their families. Transform your passion into profit and take control of your athletic destiny.

**California Lawyer**, 2001      *Law Office Computing*, 2002      *Practical SharePoint 2013 Enterprise Content Management* Steve Goodyear, 2013-11-25

*Practical SharePoint 2013 Enterprise Content Management* is the first book to guide you through planning and designing each phase of your information life cycle with SharePoint 2013. Author and SharePoint expert Steve Goodyear walks you through how to analyze and plan enterprise content management (ECM) solutions for an effective and end-to-end information design based on your organization's needs and business requirements. Inside you will develop a full understanding of how SharePoint 2013 manages content including identifying and understanding your organization's information within SharePoint, collaborating on transitory content and

capturing and controlling your records You ll get practical advice and best practice instruction for each phase of the information life cycle to guide you on designing your ECM strategy and implementing your own ECM solution You learn how to Apply a content life cycle model to analyze and understand your organization s information Design your file plan with content routing rules for your SharePoint records repository Plan and configure your eDiscovery portal and manage discovery cases Design solutions to interface and integrate with external records management systems Identify your organization s information security requirements Design content types and implement an enterprise content type hub to organize your information Practical SharePoint 2013 Enterprise Content Management is for you if you are a SharePoint architect administrator consultant or project manager and you implement SharePoint solutions that relate to one or more aspects of the information life cycle involved with ECM What you ll learn Apply a content life cycle model to analyze and understand your organization s information Plan and configure your SharePoint 2013 enterprise eDiscovery portal and manage discovery cases Design your file plan with content routing rules for your SharePoint records repository Design solutions to interface and integrate with external records management systems Design content types and implement an enterprise content type hub to categorize and organize your information Identify your organization s information security requirements Who this book is for Practical SharePoint 2013 Enterprise Content Management is for you if you are a SharePoint architect administrator consultant or project manager and you implement SharePoint solutions that relate to one or more aspects of the information life cycle involved with ECM This book is also for you if you are an enterprise architect or a records manager and you want to learn how ECM fits in SharePoint This book is definitely for you if you want to learn how to analyze design and implement an ECM solution on SharePoint 2013 Table of Contents Introduction Part I Planning and Analyzing Your Information Lifecycle Chapter 1 Overview of Enterprise Content Management Chapter 2 SharePoint 2013 ECM Features Chapter 3 Analyzing Your Information Life Cycle Chapter 4 Designing Your Information Architecture Part II Managing Your Transitory Content Chapter 5 Configuring SharePoint for Your Collaboration Content Chapter 6 Classifying and Organizing Your Content Chapter 7 Publishing Your Web Content Chapter 8 Designing Your Electronic Form Processes Part III Designing Your Information Discovery Chapter 9 Implementing Enterprise Search Chapter 10 Planning Social Computing Chapter 11 Managing eDiscovery and Discovery Cases Chapter 12 Securing Your Content Part IV Designating and Managing Your Records Chapter 13 Designing Your File Plan Chapter 14 Implementing Your Records Repository Chapter 15 Managing Content Retention and Disposition Chapter 16 Integrating with Other Records Repositories

**Procurement Project Management Success** Diana Lindstrom, 2014-01-14 For the first time the basic steps and skill set required for successful project management is specifically adapted to the procurement process Procurement Project Management Success is a practical guide that will help purchasing professionals manage their procurements in a cost effective systematic and timely manner Sherry R Gordon President Value Chain Group LLC Based on the author s real world

experience during the course of her career in supply management engineering and as a project management professional this unique guide demonstrates a practical and proven approach to using project management strategies tools and techniques to consistently create successful procurement practices that go beyond mere cost savings Procurement Project Management Success integrates supply management best practices and processes with those applicable from the field of project management It explains how to initiate plan manage and complete both simple and complex procurement projects successfully Through the use of scheduling communication plans risk management and other project management processes these procurements satisfy stakeholders by setting expectations continuously communicating status and getting the best value for the dollar This book shows project managers all the steps and processes used in procurement and details for procurement professionals how adding and applying a few project management processes and techniques to their skill set can substantially improve both their company s results and their career opportunities

**Contract Management** Peter Sammons, 2017-07-03 Contract management is a key management skill yet it is underplayed in most organizations which usually default to project management skills as a proxy for contract management skills Whilst project management skills are equally essential they are not the same thing Contract Management looks at the wider contract management picture from an industrial commercial perspective and helps set out typical structures and processes that assist the contract management task The author uses diagrammatic representations to depict complex ideas Contract Management includes learning points in each chapter looking at handling problems procedural changes and enhancing commercial performance

Project Health Assessment Paul S. Royer, PMP, 2014-10-24 Project managers sponsors team members and involved stakeholders know when things aren t going well A frequent first indication is a missing or errant process Project Health Assessment presents an innovative approach for assessing project processes through a set of ten critical success factors based on PMI s PMBOK Guide knowledge areas The findings from such assessments can help project managers reduce project risk improve stakeholder satisfaction and increase the likelihood of project success as demonstrated by 30 assessments done over 15 years of putting this approach into practice Project Health Assessment breaks down each PMBOK Guide knowledge area into its process steps inputs and outputs and then creates critical success factor questions that evaluate its effectiveness and potential risk These questions can be used by project managers to establish sufficient project processes or by external entities to evaluate a project and assess its overall risk The book illustrates critical success factor points through numerous case studies including a step by step example of how to conduct a project health assessment from engagement acquisition through startup initial assessment and periodic follow up assessments The book provides several downloadable document spreadsheet and scheduling templates that practitioners can customize and use in their projects Using these tools you can avoid or minimize the cost of failed projects to your organization

*The Pennsylvania Lawyer*, 2005

PMP Certification: Excel with Ease 2/e Subramanian Chandramouli, 2013 PMP Certification Excel with Ease is a self study guide and is essential

to all Project Management Professional aspirants to clear the certification examination The book is based on A Guide to the Project Management Body of Knowledge PMBOK Guide fifth edition which presents a set of standard terminology and guidelines for project management

*Project Risk Management* Yuri Raydugin, 2013-08-15 An easy to implement practical and proven risk management methodology for project managers and decision makers Drawing from the author's work with several major and mega capital projects for Royal Dutch Shell TransCanada Pipelines TransAlta Access Pipeline MEG Energy and SNC Lavalin Project Risk Management Essential Methods for Project Teams and Decision Makers reveals how to implement a consistent application of risk methods including probabilistic methods It is based on proven training materials models and tools developed by the author to make risk management plans accessible and easily implemented Written by an experienced risk management professional Reveals essential risk management methods for project teams and decision makers Packed with training materials models and tools for project management professionals Risk Management has been identified as one of the nine content areas for Project Management Professional PMP certification Yet it remains an area that can get bogged down in the real world of project management Practical and clearly written Project Risk Management Essential Methods for Project Teams and Decision Makers equips project managers and decision makers with a practical understanding of the basics of risk management as they apply to project management PMP and Project Management Professional are registered marks of the Project Management Institute Inc

Lubkin's Chronic Illness Pamala D. Larsen, 2014-11-07 Lubkin's Chronic Illness Ninth Edition is an essential text for nursing students who seek to understand the various aspects of chronic illness affecting both patients and families This is the only text of its kind that truly addresses not only the physical aspects but the important psychosocial issues that individuals and families deal with on a daily basis The text takes an application to practice based approach by covering impact issues interventions and outcomes The Ninth Edition has been heavily revised to include updated and expanded content on the illness experience health policy uncertainty and the advanced practice nurse in chronic illness Each chapter employs a theoretical approach to the concept followed by the impact or issues of the concept nursing interventions and potential outcomes Two new chapters focused on Loss and Spirituality have also been included New to the Ninth Edition Expanded personal and real life comments from the perspective of the caregiver

**Cyber Esq**, 1999      **Immigration & Nationality Law Handbook**, 2008      **Electronic Document Preparation and Management for CSEC® Examinations Coursebook with CD-ROM** Kyle Skeete, 2011-11-03 This book covers the new EDPM CSEC syllabus to be taught from September 2011 It introduces computing fundamentals electronic communication and keyboarding techniques before teaching the Microsoft Office 2003 2010 skills required by the course Next students are shown several aspects of document preparation complete with sample documents After covering document management and ethics it gives SBA tips and exam papers with answers included on the CD Exercises and summaries are found at the end of each chapter The accompanying CD ROM is packed with material

including interactive revision questions PowerPoint presentations tutorial videos exercise files and a comprehensive glossary

*QuickBase* Nancy Conner, 2007 Ready to put Intuit's QuickBase to work Our new Missing Manual shows you how to capture modify share and manage data and documents with this web based data sharing program quickly and easily No longer do you have to coordinate your team through a blizzard of emails or play frustrating games of guess which document is the right one QuickBase saves your organization time and money letting you manage and share the information that makes your business tick sales figures project timelines drafts of documents purchase or work requests whatever information you need to keep business flowing smoothly QuickBase The Missing Manual shows you how to choose among QuickBase's dozens of ready made applications mini databases essentially and how to customize one to fit your needs exactly You'll also learn to assign people different roles within the application The guide also shows you how to Capture and modify data Whatever kind of data you need to store sales leads catalog listings project milestones workflow checklists you can use QuickBase's forms to record and organize that data so it makes sense to you Filter sort and group data Easily find the records that match your criteria and then sort those records into groups that make their relationships clear Display your data QuickBase uses different views Table Grid Edit Summary Crosstab Calendar Chart and Timeline to display and summarize data Switching between them is easy like taking tasks listed in a table and displaying them as a timeline Create reports Print out a hard copy embed charts in the annual report or email this month's sales numbers Because Intuit frequently introduces new features to QuickBase you'll find updates to this book at our Missing Manual web site so you can benefit from the latest technology and user suggestions right away

**Mediterranean Seafarers in Transition**, 2022-10-17 This volume discusses the effects of industrialization on maritime trade labour and communities in the Mediterranean and Black Sea from the 1850s to the 1920s The 17 essays are based on new evidence from multiple type of primary sources on the transition from sail to steam navigation written in a variety of languages Italian Spanish French Greek Russian and Ottoman Questions that arise in the book include the labour conditions wages career and retirement of seafarers the socio economic and spatial transformations of the maritime communities and the changes in the patterns of operation ownership and management in the shipping industry with the advent of steam navigation The book offers a comparative analysis of the above subjects across the Mediterranean while also proposes unexplored themes in current scholarship like the history of navigation Contributors are Luca Lo Basso Andrea Zappia Leonardo Scavino Daniel Muntane Eduard Page Campos Enric Garcia Domingo Katerina Galani Alkiviadis Kapokakis Petros Kastrinakis Kalliopi Vasilaki Pavlos Fafalios Georgios Samaritakis Kostas Petrakis Korina Doerr Athina Kritsotaki Anastasia Axaridou and Martin Doerr

**Women on Corporate Boards and in Top Management** Colette Fagan, Maria González Menéndez, Silvia Gómez Ansón, 2012-05-09 This book examines the international trends and associated developments in gender equality policy including corporate governance such as gender quotas International comparative analysis is combined with detailed analysis of eight European countries with different policy regimes and



trajectories      *Mind+Machine* Marc Vollenweider, 2016-10-14 Cut through information overload to make better decisions faster Success relies on making the correct decisions at the appropriate time which is only possible if the decision maker has the necessary insights in a suitable format Mind Machine is the guide to getting the right insights in the right format at the right time to the right person Designed to show decision makers how to get the most out of every level of data analytics this book explores the extraordinary potential to be found in a model where human ingenuity and skill are supported with cutting edge tools including automations The marriage of the perceptive power of the human brain with the benefits of automation is essential because mind or machine alone cannot handle the complexities of modern analytics Only when the two come together with structure and purpose to solve a problem are goals achieved With various stakeholders in data analytics having their own take on what is important it can be challenging for a business leader to create such a structure This book provides a blueprint for decision makers helping them ask the right questions understand the answers and ensure an approach to analytics that properly supports organizational growth Discover how to Harness the power of insightful minds and the speed of analytics technology Understand the demands and claims of various analytics stakeholders Focus on the right data and automate the right processes Navigate decisions with confidence in a fast paced world The Mind Machine model streamlines analytics workflows and refines the never ending flood of incoming data into useful insights Thus Mind Machine equips you to take on the big decisions and win

## **Excel Legal Case Management Template** Book Review: Unveiling the Magic of Language

In a digital era where connections and knowledge reign supreme, the enchanting power of language has are more apparent than ever. Its power to stir emotions, provoke thought, and instigate transformation is actually remarkable. This extraordinary book, aptly titled "**Excel Legal Case Management Template**," compiled by a very acclaimed author, immerses readers in a captivating exploration of the significance of language and its profound impact on our existence. Throughout this critique, we shall delve in to the book is central themes, evaluate its unique writing style, and assess its overall influence on its readership.

<https://www.portal.goodeyes.com/public/browse/HomePages/Ep%20Exam%20Review%20Volume%202%20Diagnosis%20And%20Therapy%20For%20Rces%20And%20Ceps.pdf>

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