

Ultimate guide

KEY FEATURES OF CLM AND ITS BENEFITS FOR COMPANIES



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1.

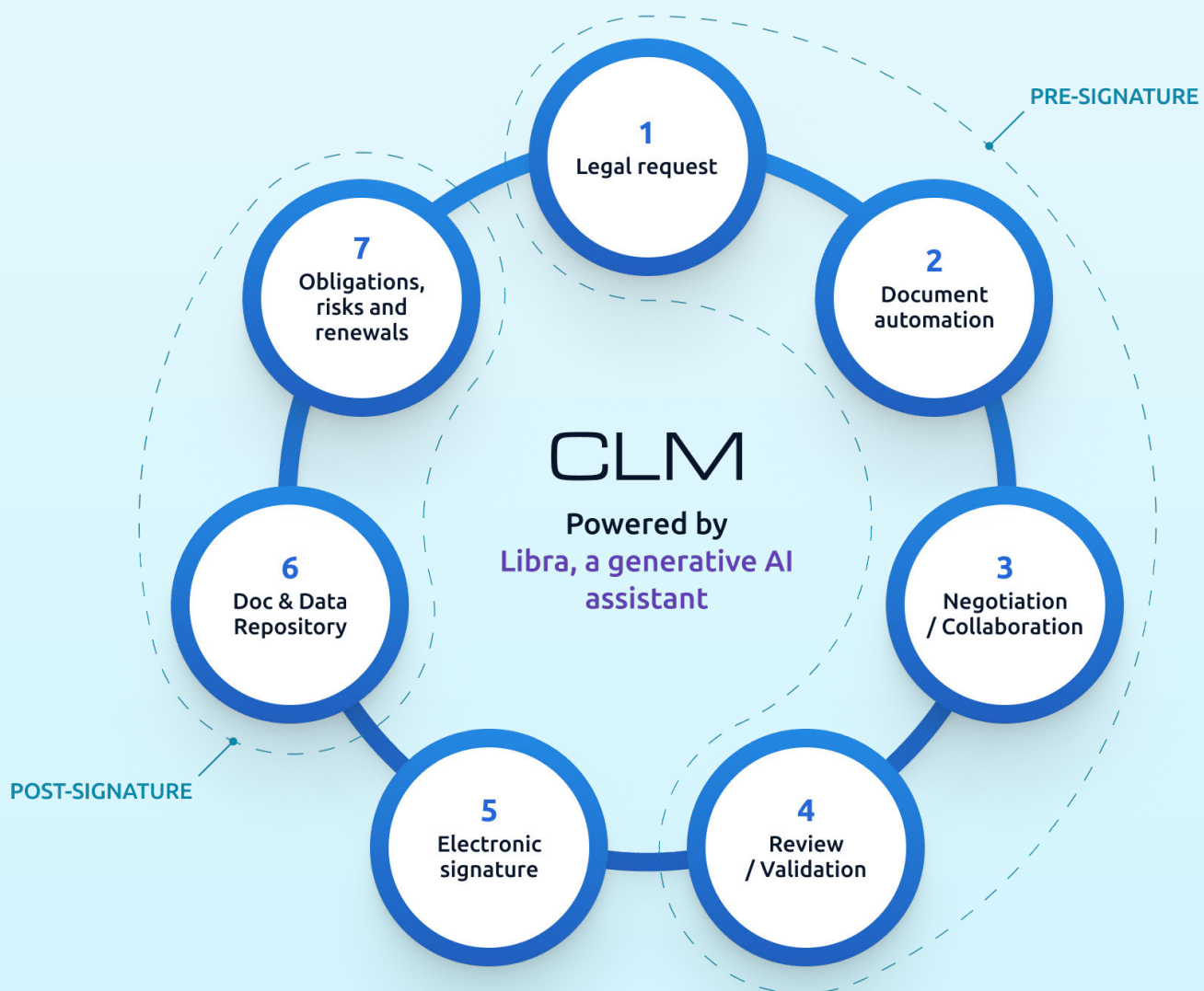
Introduction

In the professional sphere, technology is a means of optimising efforts, resources and time. Through discoveries, breakthroughs, and the creation of new applications, **the purpose of technology is to improve people's lives.** Contract Lifecycle Management (CLM) technology is the key factor revolutionising companies' document processes.

CLM is a tool that automates, secures, streamlines and facilitates, from start to finish, the entire lifecycle of contracts and other types of documents. The emergence of CLM represents an unprecedented breakthrough in the field of documents, an everyday element for everyone in the workplace. A multi-faceted tool that eliminates legal contingencies, prevents millions in losses and eradicates repetitive tasks that stifle routine.

This ebook analyses the main functionalities of CLM, a technology that is already saving millions for large corporations. What are the functionalities of CLM for companies? How does it help the legal area to be more efficient? What are the processes it covers? What features should this versatile software include? How to choose a CLM at the forefront of the market?

Understand how this technology – that helps companies in all kinds of sectors – changes the way teams work and becomes an unprecedented competitive advantage.



The contract lifecycle is divided into seven main phases, grouped in two main steps, pre-signing and post-signing. This ebook takes a look at all of them to understand how CLM radically changes contract work.

2.

From chaos to control: What a CLM is and why companies need it

In today's business environment, legal teams operate under constant pressure, trying to respond effectively to a growing workload. With processes often manual and unstructured, requests arrive by phone, message or informal channels, with no clear traceability. Contracts are edited in different documents, with multiple versions circulating at the same time, and the validation of each clause depends on slow processes, without centralised control. This lack of order and standardisation creates **bottlenecks that affect the entire business**.

When the legal area becomes the point of friction, the effects spread quickly: customer contracts are delayed, procurement comes to a standstill, strategic agreements are delayed and errors multiply.

All of this has a direct impact on the organisation's revenue, reputation and compliance. This situation, common in companies of all sizes, reflects an urgent need: to move away from traditional contract management methods and adopt solutions that enable legal teams to act quickly, accurately and with full control.

This is where CLM comes into play. Against this backdrop, Contract Lifecycle Management presents itself as a comprehensive solution that not only digitises, but also completely transforms contract management. CLM is not a simple tool: it is the operational backbone on which a modern legal function must be built, connected to the business and ready to scale.

CLM: What is it?

Contract Lifecycle Management (CLM) is a platform that automates and controls the entire contract lifecycle: from the initial request, through drafting, negotiation and validation, to signing, storage and monitoring of obligations. A solution like **Bigle CLM** makes contract management a secure, efficient and frictionless process, connecting people, teams and data in a single tool.

KEY FEATURES

- ✓ **Structured legal request:** Centralise and channel legal requests through forms, creating automatic traceable tasks.
- ✓ **Document automation:** Transform templates into dynamic forms that generate documents without errors or repetitive tasks.
- ✓ **Contract management:** Allows you to negotiate, collaborate and control contract changes from a single platform.
- ✓ **Review and validation:** Launch approval flows according to business rules with real-time monitoring
- ✓ **Advanced electronic signature:** Integrate advanced, secure and legally binding biometric signature processes.
- ✓ **Centralised repository:** Store all documents in the cloud, with metadata searches, alerts and full traceability.
- ✓ **Integrations and customisation:** Adapts to existing processes and tools, ensuring a smooth implementation.

Let's take a point-by-point look at these key functionalities and why a department working with contracts should undertake the digitisation of its legal operations.

3.

Key features of CLM

a) Legal request: Driving collaboration and efficiency

The Requests module is based on creating a request via a standardised form for each enquiry made to the Legal Department, and automatically generating an associated task.

WHAT IS IT FOR?

The requests module offers a method of standardising and channelling all service requests that reach the legal department, a tool that drastically improves the efficiency of this area. Thanks to this system, each service request is submitted through a form that automatically generates a task, so that the work associated with each request can be tracked and its status monitored.

LEGAL TICKETING

The legal ticketing of a CLM makes it possible to centralise all the requests received by the legal department in a single, accessible and traceable system. Through a customised form, each request is converted into a structured ticket that automatically initiates the corresponding workflow. More traceability means better prioritisation, follow-up and resolution of tasks, avoiding kilometric email threads with dispersed information and the decentralisation of instructions, which end up being ambiguous if they arrive via different channels.



FOLDER STRUCTURE

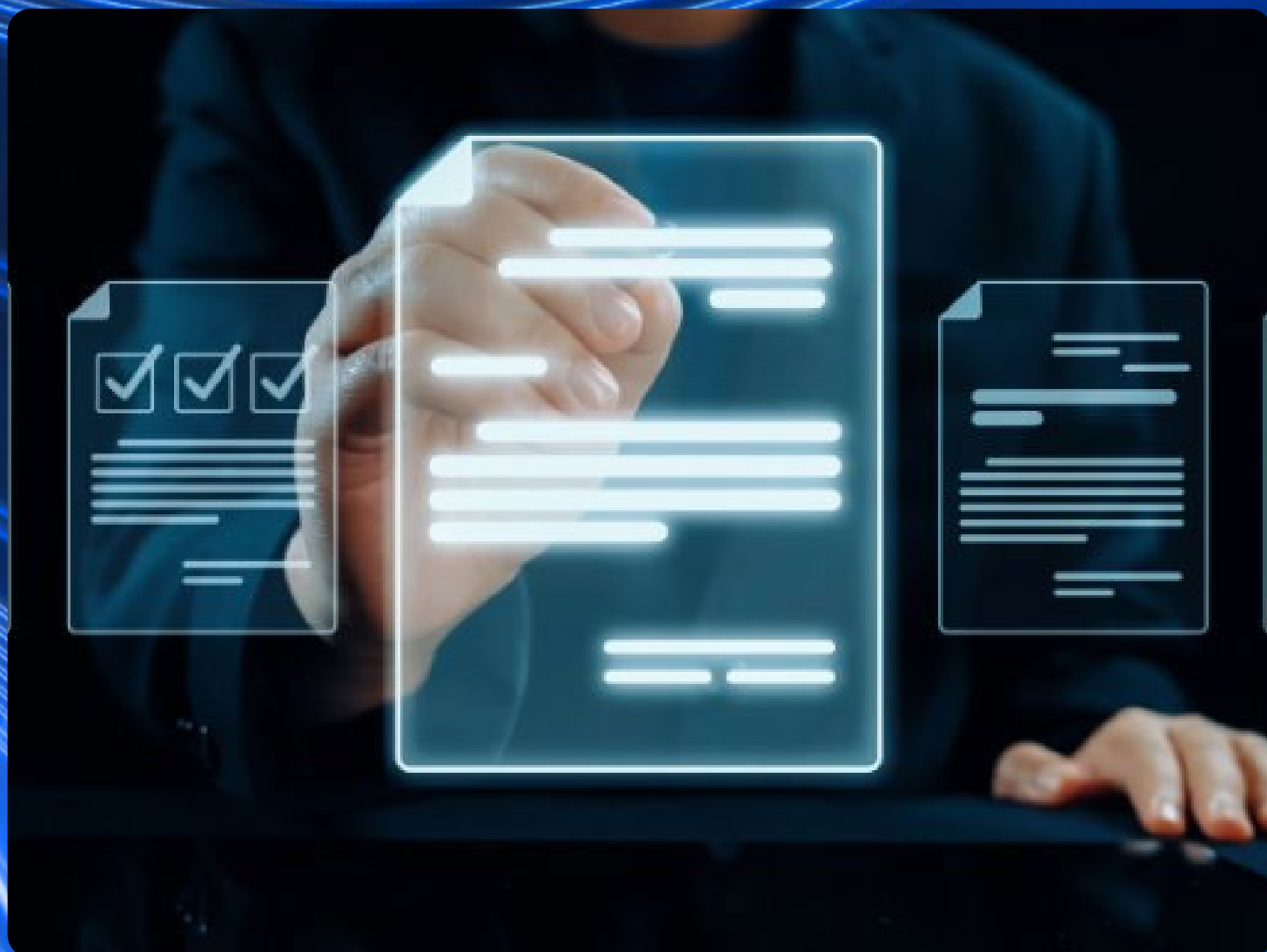
As a cloud-based tool, a CLM provides a folder structure that facilitates the automatic organisation of the documentation and tasks associated with each request. The system allows access hierarchies to be established by role and favours collaborative work, helping to ensure that all documentation relating to a contract or matter is at the fingertips of the relevant manager, accessible through intuitive navigation. This structure improves the visibility of each file, while helping to ensure compliance with internal document classification and security policies.

DOCUMENT SELF-SERVICE FOR THE ENTIRE COMPANY

Fed up with the tedious routine of managing documents, fixing countless bugs and missing deadlines? Tired of a constant bottleneck in the legal department? Thanks to the intelligent workflows offered by CLM, your company's users have a self-service document management system that allows them to manage contracts and any routine documents in a much more efficient way.

Company employees can create contracts autonomously, using always up-to-date templates, validated by lawyers, that comply with the law and your corporate policies.

Similarly, the legal department will have the control to establish who downloads these documents, in what format and under what circumstances, to prevent unauthorised changes from being made and to keep the company's most sensitive information under control, avoiding all kinds of risks in operations.





GATHER INFORMATION

On many occasions, extra information is required to create or support a document. This may be either from within the company or from an external party and we may require them to provide their contact details or certain files such as passports, bank receipts, plans, quotations, etc.

This type of information is usually requested by email or via a phone call but, after the request and delivery of the requested information, there is still the manual work of storing it and copying and pasting it into the contract. Not to mention the risks associated with the process, such as unwanted loss or leakage of data and the delay in processing that this entails.

To facilitate and secure the collection of information, CLM technology allows forms to be shared with third parties via a link:

- 1. Choose which parts of the form you want to share** and the software generates a link to disseminate it.
- 2. Send the link by email automatically** or copy and paste it into the messaging service of your choice, so that the people involved can fill in their details and upload attachments conveniently.
- 3. See the changes** in the form in real time.

WEBLINK

Thanks to the weblink, it is possible to publish the CLM forms on a web page, so that anyone can fill them in. Once the data has been entered, the CLM platform will automatically create a document with all the data and notify the person or group responsible for managing it.

The possibilities are almost endless:

- ✓ **Automate customer enquiries:** Publish an online form on a website and save time on emails and calls to collect information.
- ✓ **Create questionnaires so that suppliers can upload the necessary information** to be approved, thus improving the company's purchasing processes.
- ✓ **Optimise time spent on KYC** by allowing customers to provide their details via the company's website.
- ✓ **Provide candidates for the company's job offers with a questionnaire to upload the necessary information for the interview and hiring process.**



KEY BENEFITS

- 🏆 **Channel and standardise all requests received by the legal team.**
- 🏆 **Improve traceability, assignment and tracking of tasks.**
- 🏆 **Increase operational efficiency through templates and automation.**
- 🏆 **Encourage team collaboration and document organisation.**
- 🏆 **Enable informed decision-making with data on workload and response times.**

b) Document automation: what is it and what is it for?

Document automation makes it possible to create tailor-made legal documents error-free and 90% faster than in the traditional way.

WHAT IS IT FOR?

Its technology allows companies to generate contracts and any legal document in the most effective way, to avoid hours and hours of copying, pasting and drafting. This functionality transforms any company's contract templates into an attractive and intuitive form that helps to create customised, error-free legal documents in a matter of minutes.

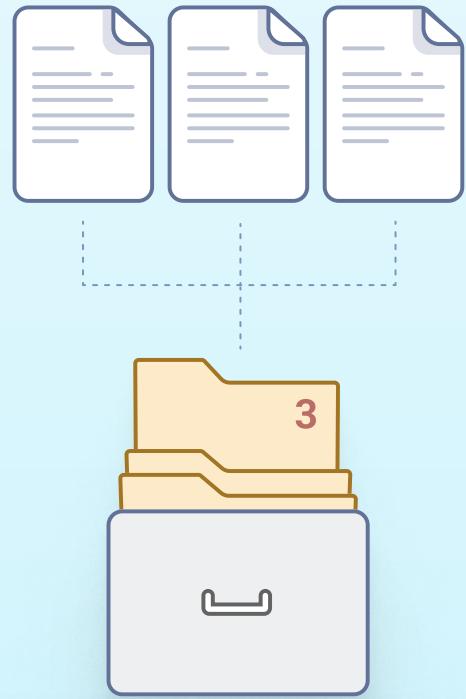
In this easy way, completing the documents becomes a straightforward, fast and secure task. A process accessible to anyone who works with documents: without being an expert in legal matters, the user can generate contracts autonomously and without any error, always following the guidelines of the legal department and in accordance with current legislation.



CLAUSE LIBRARY: STANDARDISE AND SPEED UP DOCUMENT CREATION

Companies have clauses that are systematically used in hundreds of documents. Content that is repeated in more than one template, such as a data protection clause, can be created as sub-templates and used as many times as necessary. In this way, **when these sub-templates are modified on the platform, all templates containing them will be automatically updated.**

All templates and sub-templates are accessible from the CLM platform, so updating them is simple and effective.



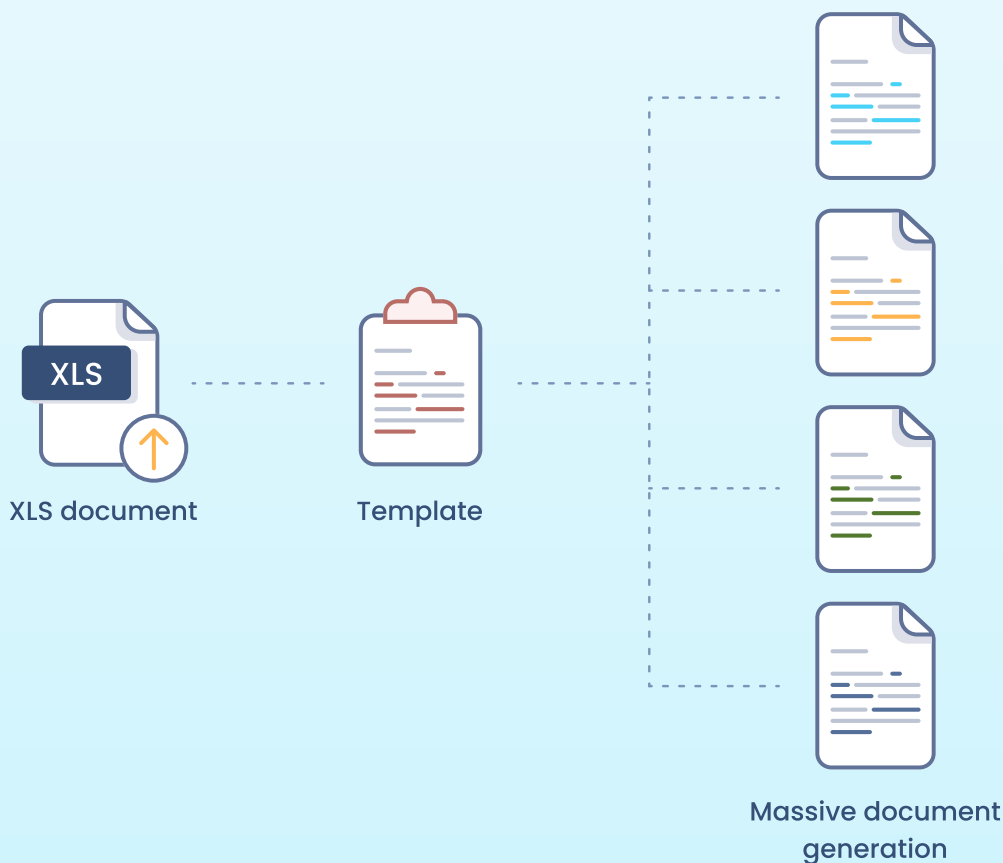
NO-CODE AUTOMATION

Technology must be intuitive and visual for the user experience to be optimal and effective. The most advanced CLM software features no-code automation, best suited to the user's needs for versatility and ease of use. All the power and complexity of the software are brought to users in the form of a practical and attractive application.

When choosing a CLM, usability is of paramount importance. It should include a Word text editor in the tool itself, with formatting, real-time remote working, collaborative writing, commenting and change control.

MASSIVE GENERATION

If you want to create automatic flows for bulk document generation and sending to signature (or sending by certified email), **make sure you can do this using the CLM APIs or bulk upload to Excel or CSV**. You will also be able to retrieve all signed documents and store them wherever you wish.



ERROR VALIDATION

Document automation incorporates automatic validations to avoid common errors that can compromise the legal validity of a contract, such as incorrectly entered VAT numbers, incorrect IBAN formats or incomplete mandatory data. These validations are executed in real time during form filling to ensure that the document can only be generated if it meets the criteria defined by the legal team. This not only reduces human error, but also protects the company from potential legal or administrative contingencies.

INTEGRATED WORD EDITOR AND ROLE MANAGER

Microsoft Word (.docx.) is often the preferred format for a significant part of the population. If working with this program is also a must for your company, **you should ensure that the CLM provider you choose has CLM-compatible text editor software within the tool.** If it also provides an online text editor compatible with Word, it will make a difference. As well as including collaborative writing, with control of changes and comments, it will allow your workers to maintain the usual format and style set by the company for this type of file, while they can work remotely, in real time.



KEY BENEFITS

- ★ Automation has no limits of scope or complexity.
- ★ It respects each company's own format and style guide.
- ★ It allows you to create double-column documents in several languages.
- ★ It uses text transformations, numbers, dates and automatic calculations.
- ★ Use clauses from the library, and adapt gender and singular or plural automatically.
- ★ Use loops to repeat parts of the text.
- ★ Automatically adjusts text with enumerations (e.g. optional clauses).
- ★ Add images, annexes and attachments.
- ★ Generate multiple documents at once with just one click.
- ★ And much more.

c) Workflows: The future of standardisation is here

Pre-configure the steps in the lifecycle of contracts and documents to ensure compliance and avoid manual errors.

WHAT IS IT FOR?

Workflows allow document processes to be structured and automated in a clear and efficient way. Thanks to workflows, companies can define predetermined routes for each type of contract or legal document, with assigned tasks, defined responsible parties, automatic validations and chained steps. This ensures that each process always follows the correct path, without relying on manual monitoring or external reminders. It is the most effective way to ensure that all documents are managed under the same rules, with control, speed and without errors.

In modern organisations, the volume of legal documents is growing steadily. Managing them manually is an enormous workload and a constant source of errors, lack of traceability and delays. To meet this challenge, the intelligent workflows offered by CLM represent a silent but decisive revolution in the way we work.





A workflow automates document processes that previously required constant supervision. Every step is defined in advance: from the generation of a contract by a sales team to its review, validation, signature and archiving. Everything happens in a controlled, secure and transparent way, with clear rules, automatically assigned tasks and interlinked actions.

Thanks to these flows, routine tasks disappear, bottlenecks are eliminated and each document follows a predefined and auditable path,

without the need to chase signatures or remember validations. Workflows also democratise the use of CLM across the company. Anyone, even if they do not belong to the legal team, can initiate secure processes without jeopardising the validity of the document, as the entire flow is validated, controlled and personalised by the legal area. This makes CLM a living and transversal system, connected to all key areas of the company.

KEY ADVANTAGES

- 🏆 Automate repetitive tasks and reduce human errors in each process.
- 🏆 Ensure that each document follows a validated, deviation-free flow.
- 🏆 Trigger automatic tasks and notifications so no one misses their turn.
- 🏆 Allow processes to be launched from any area, without relying on the legal team.
- 🏆 Improve the traceability of each step with clear and centralised records.
- 🏆 Accelerate the execution of critical documents with customised validation paths.
- 🏆 Facilitate compliance with internal policies thanks to configurable business rules.

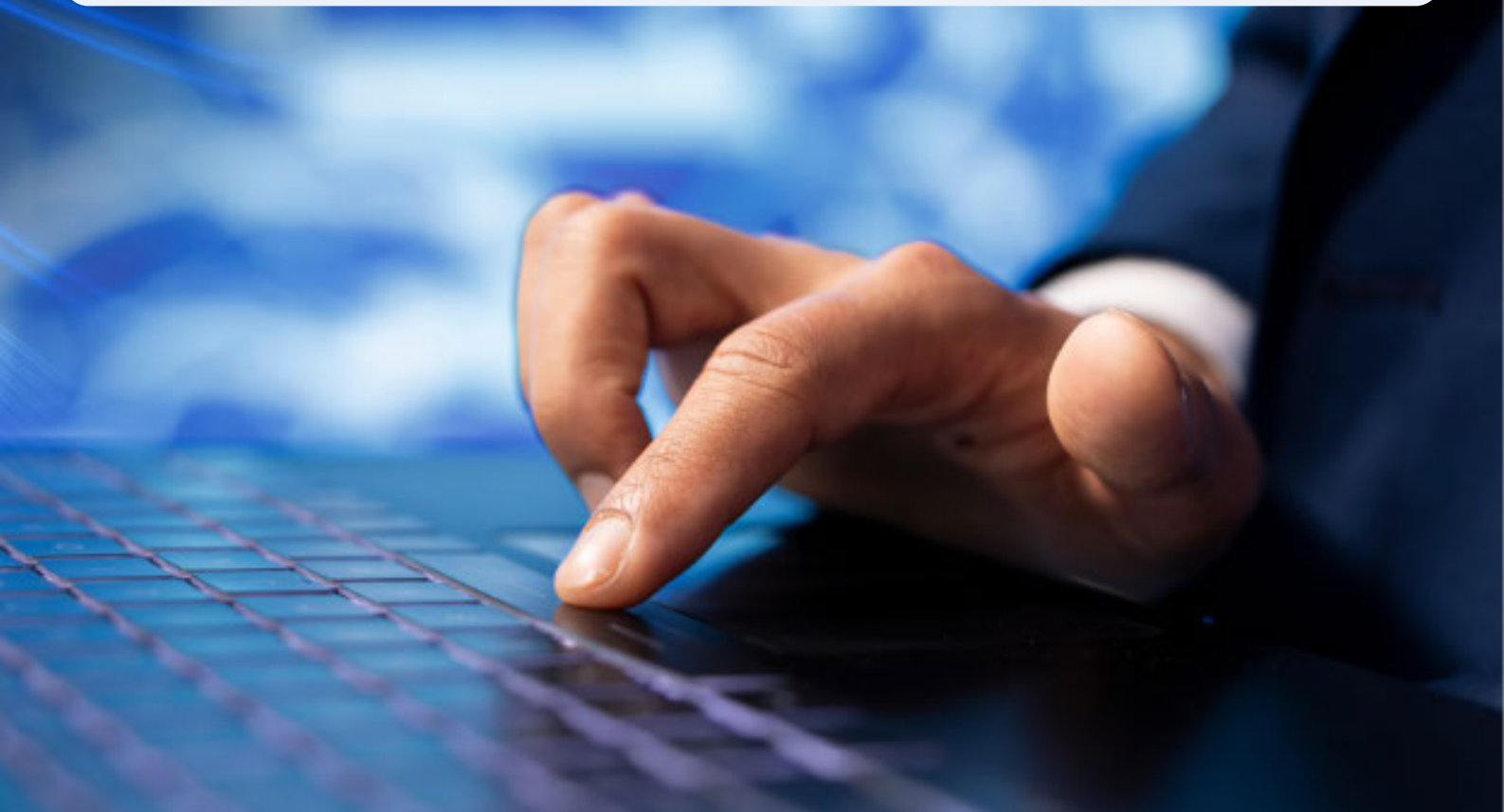
d) Contract management: The evolutionary step in document management

Your documents are an ally, not an obstacle. CLM facilitates collaboration and secures and controls documents while democratising their use.

WHAT IS IT FOR?

CLM puts companies in control of all the documents they handle on a daily basis. These are not isolated: they affect multiple departments such as sales, human resources, legal, procurement... Contract management is used to create, sign, distribute, manage, store and track legal documents. Thanks to this technology, the teams reduce the time spent managing legal documentation, accelerating the company's sales.

Once the first draft of the document is ready, with all the necessary information, the CLM technology allows contracts with third parties remotely in change control mode, all from the platform. CLM contract negotiation enables companies to scale up their contract document generation, streamlining legal operations and securing them, to reach the next evolutionary step of contracts. Each version of the negotiation is automatically stored in the software so that retrieving versions is a breeze.



AVOID NEGOTIATION CHAOS WITH CLM

A negotiation can be chaotic. When changes to different paragraphs, points or terms are discussed, it gets bogged down in email chains with dozens of emails. After various copies and pastes, changes and versions, doubts arise as to which is the definitive version, and even misunderstandings and confrontations arise.

CLM technology makes negotiation much clearer, simpler and more effective. Monitor changes in the document, manage them in an agile way and have all the versions available thanks to the version history to have control of the negotiation at all times.



Final document



Final document 2



Final document 2 final version



Final document 2 final version OK



Final document 2 final version OK 2



Final document 2 final version OK 2 FINAL

AVOID LEGAL CONTINGENCIES

The traditional contract negotiation process exposes companies to legal contingencies that can come from various sources, such as human error, breaches of confidentiality or unwanted leaks. The legal departments of companies manage flows of documents and contracts of great relevance to their business and a loss of control entails very serious risks.

Negotiation through a CLM solution mitigates all these contingencies by ensuring processes thanks to a negotiation module from which you collaborate with the team and the people involved in the document process.



LEAN ON A LEGAL AI ASSISTANT IN YOUR DAY-TO-DAY OPERATIONS

A generative legal AI assistant like **Bigle Libra** acts as your intelligent assistant that helps you draft clauses, review contracts, identify risks or summarise complex documents in seconds. All without leaving your usual work environment and maintaining legal control over every decision. Its use drastically reduces repetitive tasks and expands the operational capacity of the department, reinforcing the quality of legal analysis without adding burden to the team.

✓ Summarisation of documents

Legal AI allows for the review and synthesis of legal documents, generating executive summaries that facilitate their understanding and analysis. This includes the extraction of document objects, key dates, deadlines and key obligations of the parties.

✓ Legal chat (Q&A)

Works as a legal chatbot that responds to specific questions about document content, streamlining the search for relevant information and the analysis of legal contingencies.

✓ Legal content generation

Helps draft quality and coherent legal content, including clauses and contracts adapted to the analysed document. This helps maintain consistency and accuracy in legal documentation.

✓ Multilingual translation

Provides highly accurate translation of complex legal content into more than 20 languages, facilitating international collaboration and understanding of documents in different jurisdictions.

✓ Secure and confidential environment

Ensure that the AI you choose operates in a secure environment, with data encryption and storage on EU servers, guaranteeing the privacy and confidentiality of user information.



VERSION HISTORY

The version history automatically retains every change made during the negotiation process. This detailed record allows you to consult, restore or compare previous versions at any time, providing full traceability and eliminating confusion about which is the latest valid version of the contract.

RED-LINING

The red-lining function provides a clear view of the changes proposed by all parties involved, with real-time edit control and no need to exchange documents by mail. This visibility improves the transparency of the negotiation, reduces misunderstandings and speeds up the internal and external validation process.

TEAM OPTIONS AND NOTES

The negotiation module includes the possibility to add internal notes visible only to the desired company members or teams, as well as to add followers to each negotiation. These options allow you to work in a coordinated manner on each document, hold parallel conversations and preserve context by facilitating and centralising interaction, without exposing sensitive information to the counterpart.



WEB-BASED: NO PLUG-INS OR DOWNLOADS

The entire negotiation process takes place directly on the CLM platform, accessible from any browser without the need to install additional software. This feature, which centralises negotiation actions, facilitates remote collaboration and eliminates technological barriers, ensuring a streamlined, intuitive and secure experience for all participants.

EMAIL COMMUNICATIONS

Although the negotiation takes place on the platform, the system allows for email notification of every progress, comment or action required. This ensures that everyone involved is aware of movements without having to remain constantly connected to the system, maintaining agility without losing traceability.



VERSION COMPARISON

The version comparison tool allows you to identify, with a single click, the differences between different drafts of the contract. It is no longer necessary to go through document by document to find changes: the CLM marks the modifications, showing what was added, deleted or modified, and by whom. This feature is key to validating agreements quickly and securely.

KEY BENEFITS

- 🏆 Avoid endless chains of emails and multiple versions of contract files.
- 🏆 Share a link with the counterparty to make changes and comment.
- 🏆 Track changes. Increases control, traceability and security.
- 🏆 Version history. Don't lose detail of any of the negotiation or validation steps.
- 🏆 Add trackers to the negotiation and internal notes that the counterparty will not see.
- 🏆 Easily compare versions and instantly detect any modification.
- 🏆 Work directly from the browser, without installations or technical barriers.
- 🏆 Coordinate internal teams with private comments in a secure environment.
- 🏆 Avoid mistakes and misunderstandings with a clear view of every negotiated change.



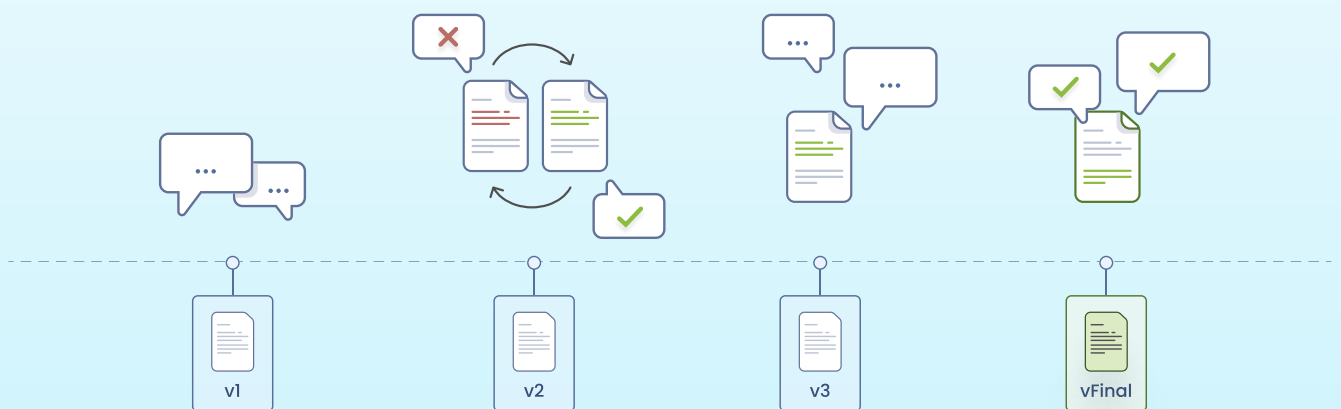
e) Ensure centralised contract review and validation

Negotiating and validating contracts has never been easier. Centralise and optimise the negotiation and validation process. Forget the headaches.

WHAT IS IT FOR?

A good CLM must allow for the establishment of an internal flow of documentation **validation**, both for those responsible previously established according to the business rules or a validation pool. It must also have a system of tasks to help users keep validations under control: to know the status of each validation and to be able to reassign validators if necessary.

The CLM allows customised approval flows to be configured according to the type of document, its amount or the area responsible. The business rules determine who must validate each stage, either individually or within a pool of validators, ensuring compliance and agility in each internal approval.



TASK SYSTEM

Each validation automatically generates a task assigned to the corresponding manager. These tasks can be viewed, reassigned or marked as completed, allowing you to keep track of all validations in progress, avoid bottlenecks and ensure that nothing goes unanswered.

TEAM OPTIONS

The module allows you to assign validations to specific users or to groups defined by area, role or hierarchical level. It also allows you to include observers for follow-up or co-participation without the need to duplicate tasks, ensuring smooth coordination between departments.

EMAIL NOTIFICATIONS

Each time a validation task is assigned, modified or completed, those involved can receive email notifications. This allows everyone to be kept up to date on progress, even if they are not connected to the platform, and speeds up the response to critical documents.

KEY BENEFITS

- 🏆 Keep track of ongoing validations at a glance and take action when necessary.
- 🏆 Everything you add will be notified to the named person and everyone involved in the negotiation task.
- 🏆 Speed up internal validations with automatic flows according to your business rules.
- 🏆 Assign clear tasks to each validator and monitor status from a single dashboard.
- 🏆 Avoid operational bottlenecks with automatic notifications and reassignment options.

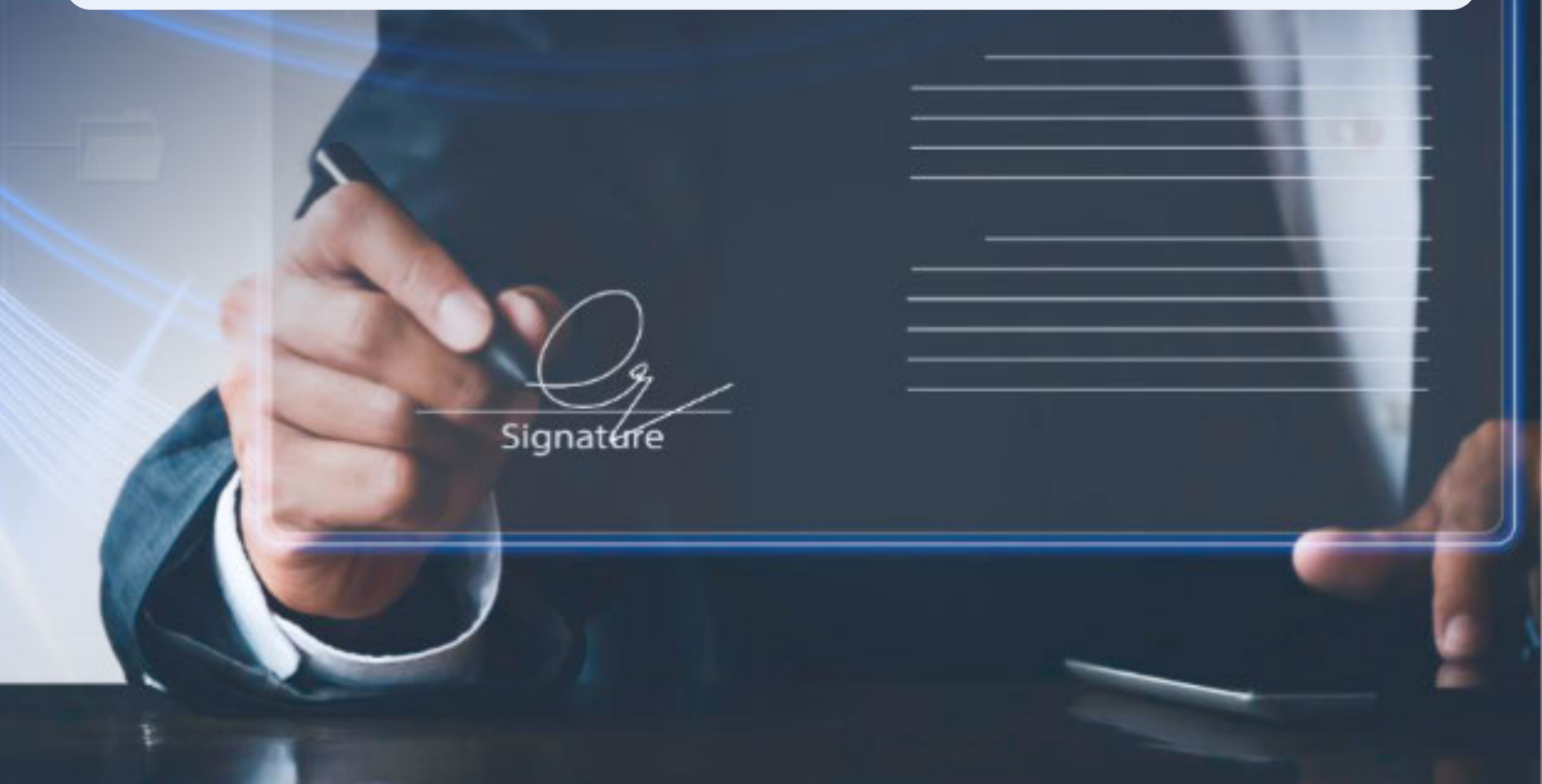
f) Advanced electronic signature: The future is now

Paper is a thing of the past. The electronic signature of legal documents allows departments to make a qualitative leap in security and speed.

WHAT IS IT FOR?

The biometric electronic signature through a CLM allows managing various contract signing processes in a controlled, secure and efficient manner. Sending documents to be signed is done in the blink of an eye, shortening times and storing the signatories' identification data thanks to biometrics - all paperless.

A CLM must cover the entire documentary process, and that implies that it offers a state-of-the-art advanced electronic signature, such as Bigle's own electronic signature, **Bigle Sign**. This functionality ensures the privacy of unique signatory data, centralises the signing process to ensure legal sign-off and provides greater security than traditional paper signatures by storing signatory data such as device pressure, stroke acceleration and signature speed.



HOW DOES IT WORK?

- 1 Start a new signature: Upload a contract to the CLM platform.**
- 2 Enter the signatories' information from the platform.**
- 3 Send the signature request via email. Add a personalised message to your recipients.**
- 4 The recipient receives an email with a link to review the document and complete the signature.**
- 5 Receive the signed document in your email, together with the audit trail containing all the signature evidences, such as the date on which each signature step has taken place for each signatory, the device and browser used and the evidences related to the signature.**

The CLM provider you choose must guarantee that its electronic signature is legally valid and complies with current regulations while using the highest security standards. Thus, it is important that the CLM guarantees that your company's or your customers' information is treated as strictly confidential, with an information security system in place to ensure this.

KEY BENEFITS

- 🏆 **Stores unique data of the signatory.**
- 🏆 **It eliminates paper and speeds up recruitment cycles.**
- 🏆 **It generates real-time reports on the signature processes generated by the company.**
- 🏆 **Encryption and security. Secure, encrypted information with restricted access.**

g) Repository, obligations, risks and renewals



METADATA

Metadata is used to classify and control documents, as well as to store frequent data on the platform (companies, proxies, real estate assets, etc.). **In the CLM, different views are created based on the metadata of the contracts and filters are set up to control them at a glance.**

- Customised metadata associated with documents can be manually added by users, automatically extracted from document data, or provided by the CLM.
- Structured contract data enables advanced searches and automated document management, reducing workload and minimising human error.

DISCRIMINATIVE AI

Thanks to the integration of discriminative artificial intelligence, the CLM is able to automatically detect and classify key entities and metadata from stored documents. AI extracts entities such as expiry dates, party names, jurisdictions, renewal conditions or sensitive clauses, allowing alerts to be generated, contracts to be filtered by content and decisions to be made quickly.

This type of artificial intelligence, such as **Bigle Libra**, is especially useful for automating the monitoring of obligations, detecting contractual risks and keeping the company's legal agenda up to date. In addition, it allows massive mapping of old documents, without manual work, and facilitates auditing and monitoring of the repository. In other words, it turns the document archive into an active source of control, compliance and efficiency.

VIEWS AND REPORTS

The views offer multiple filter criteria to control the documents as you wish and display them in a fully configurable dashboard. **Keep an eye on contracts pending signature, created by the sales department or created in the last month with an amount greater than 'x' and with an automatic renewal clause, among many other options.**

The CLM allows you to extract all these customised views into an Excel file and create reports to keep track of risks, obligations and contractual renewals.

STORAGE AND DOCUMENT MANAGEMENT

Keeping documents on the desktop is no longer trendy. Not only for practical reasons of accessibility but also because of the lack of security that this entails.

CLM allows all documents to be stored in the cloud so that they can be consulted online from anywhere in the world. All documents created automatically through the platform, uploaded by third parties, or in Word or PDF formats, will be available in one place.

Similarly, the CLM allows each user in the organisation to be assigned a profile within the platform, with different roles and permissions depending on the needs.

ALERT SYSTEM

Manage your legal documents in an agile and risk-free way: **set up alerts to monitor contractual obligations, automatic renewals, renegotiation of terms and all kinds of contractual events.** Let the software remind you of the next step in each contractual process and avoid all kinds of legal contingencies and risks associated with incorrect or disorganised management.

The system allows you to set customised reminders and select the employees who need to be informed, so that they are notified. View all outstanding reminders and contractual milestones from your alerts dashboard to stay on top of events in the coming weeks and organise your schedule.



December

M	Tu	W	Th	F	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

< 19th December >

8:00 AM

**Contract renewal**
Earnest money contract

9:00 AM

**Penalty clause**
Earnest money contract

**Contract expiration**
Earnest money contract

COPY DATA BETWEEN DOCUMENTS

Copy data from one document to another to save time and minimise errors. Need to create a chain of documents for the same operation? **Forget about having to copy and paste the same data from one document to another, the data is copied automatically, at the click of a button.**

Among other examples, this system allows you to create an NDA with a potential supplier: when the purchasing department has validated and approved the supplier, you can transfer the NDA data to the Service Contract and, finally, copy it to a Data Processing Assignment contract. All in a few clicks.



KEY BENEFITS

- 🏆 Store all your company's legal documents in a single cloud platform. Find them at the click of a button.
- 🏆 Organise your documents by 100% customisable categories.
- 🏆 Secure and control contractual processes without forgetting a single step.
- 🏆 It facilitates interdepartmental collaboration.
- 🏆 Assign profiles within the platform with different roles and permissions.
- 🏆 Activate and deactivate read, write or other permissions.
- 🏆 Assign roles, define tasks and perform an intelligent management of your contracts.
- 🏆 Traceability: keep track of every action performed on documents.
- 🏆 Copy data from one document to another with a click: save time and minimize errors.

h) Digitise your legal operations with the latest integrations and implementation services

The integration of CLM technology with other corporate solutions must be easy for the company, and its adoption must be smooth and efficient. It should be integrated with your modus operandi to optimise it, always adapting to corporate needs.

WHAT IS IT FOR?

Technology must enhance the existing, maintain the value of equipment and get the most out of its processes. All in an intuitive and scalable way. A state-of-the-art CLM must guarantee the company effective integration, so that its employees can forget about routine tasks and intuitively take advantage of the technology. All of this requires several key points to make the implementation of the technology a success in any company.



INTEGRATIONS

A good CLM should be easily integrated with other software tools in the company. **It must have APIs and webhooks**, so that data can be injected into the CLM via web service or retrieved and documentation generated in the same way.

A state-of-the-art CLM must have a connector. An innovative technology that allows CLM to be integrated with any other software or database without the need for development, all by configuration. This functionality saves companies large sums of money and time in connecting various software to each other.

ONBOARDING SERVICES

The CLM should offer its clients an implementation or **onboarding service that will help companies in the process of implementing the technology** in a personalised and attentive manner for each case. Make sure that the CLM allows integration with the other technologies and applications that your company already uses on a day-to-day basis.

However intuitive the technology may be, the introduction to the software, the preparation of staff for its use - with practical sessions, for example - **and the accompaniment during the process are fundamental values when choosing a CLM.** Likewise, as with other technologies, it is advisable to analyse the satisfaction of the CLM users.



CUSTOMISED PLATFORM

CLM allows customisation not only of the working environment offered by the platform but also of the documents created and the signature processes carried out. **Integrating the platform with the company's identity, being able to customise it with the logo and adapting it to fonts and designs suitable for each client is a great plus.** The personalisation of the work environment must start from the corporate colour itself. It must feel like a technology that is integrated as one more in the day-to-day of the company.

TAILOR-MADE SERVICES AND ADDED VALUE

Document automation is meant to be intuitive and easy. However, the present oppresses companies and sometimes makes it difficult to learn these processes. This is why having assistance in this field is very useful for teams.

A CLM offering automation services, for example, will bring added value and peace of mind to companies, which will be able to have automated documents available in record time, which is very practical, especially in the first contact with the CLM platform. It is important that this process is collaborative and that the software offers a professional, friendly and responsive team to answer any questions.

TRAINING AND SUPPORT

After the integration and elementary learning of the CLM platform, companies must have **two fundamental elements to guarantee their knowledge of the software: personalised training and a learning centre or online academy.**

Each profile working with documents is different in a company, so their training needs on the new technology will vary in each case. Practical, simple or more advanced training... Versatility is an element to look for in this regard.

Likewise, even if after these steps the platform is 100% implemented, **it is highly recommended to have technical support and follow-up service** that guarantees adequate attention to the organisation, available in the main language of the users.

SECURITY

Finally, as software that works with documents, these often include personal data that are of crucial strategic importance or are of a confidential nature. Whatever the reason, the CLM must guarantee maximum security to its clients.

It is important that it complies with key security standards, such as ISO27001 or SOC2, in order to ensure the proper management of the data stored in the CLM. Transmission and storage shall be carried out using secure encryption protocols and shall be end-to-end protected. Information security is a critical asset for companies and must remain so with all their suppliers. Get peace of mind that your documents are in the right hands.



KEY BENEFITS

- 🏆 Implement CLM technology **successfully and with great satisfaction.**
- 🏆 Adapt new CLM processes to existing ones **without dramatic changes.**
- 🏆 Have **support to facilitate the process; constantly improve.**
- 🏆 **Integrate various software with each other in just a few clicks and avoid customised developments.**
- 🏆 Ensure that your documents are **protected by the highest security standards.**
- 🏆 Bring **high added value to customers.** Differentiate your company from the competition.

4.

Key benefits of CLM for companies



CLM is not only a legal tool: it is a transversal system that impacts the entire organization. These are the most relevant advantages it offers at an operational and strategic level:

Agility and time reduction

Documentary processes are completed up to 90% faster. From request to signature, every step is automated, allowing agreements to be closed faster and without internal blockages.

Elimination of errors and legal risks

The standardization and automatic validation of data, together with the automation of documents and tasks, reduces human errors, avoids incorrect clauses and protects the company from non-compliance or contractual contingencies.

Total visibility and traceability

Each request, document or task is recorded and traceable. CLM lets you know the status of each contract, who has validated it and when it is due for renewal, with alerts and associated metrics that far exceed traditional processes.

Structured collaboration between departments

Commercial, purchasing, HR or compliance areas can launch document processes without relying directly on the legal team. This democratizes document management, increasing control and security at the same time.

Scalable automation

From requests to mass document generation, internal validation or signature, the entire flow is automated. This allows the legal team to focus on strategic tasks, not repetitive operations.

Compliance and centralized control

The CLM ensures that each contract complies with internal policies and regulations. Everything is stored in a secure repository, with integrated permissions management and auditing.

Data-driven decision making

The platform provides analytics on cycle times, workloads, contract types or areas most in need of legal support. This information allows you to optimize resources and anticipate needs.

Improved internal and external experience

For internal teams, the CLM reduces friction and waiting times. For clients, suppliers or candidates, the speed and professionalism of the documentation reinforces the brand image and accelerates the relationship.



5.

Conclusion: Power your legal function and transform your business from the inside out

Digital transformation is not just a trend, but a strategic decision that makes the difference between an agile organization and one that lags behind. Digitizing contract management allows you to reduce risks, eliminate manual tasks, improve collaboration between teams and make more informed decisions with real-time data and well-defined processes.

CLM is the tool that makes this possible. It connects people, automates flows, ensures compliance and turns the legal department into a driver of efficiency and value for the entire company. It's not just about saving time, it's about transforming the way your organization operates.

At Bingle, we support companies through this change with cutting-edge technology, expert advice and personalised support.

[Request a free demo](#) and discover how we can help you digitize the legal management of your company. The future of contracts is already here.

About Bigne

Bigne is a legal tech company that offers a software suite with 4 products: Bigne CLM, the legal AI Bigne Libra, Bigne Sign and Bigne Academy. The company's mission is to **streamline the legal operations of companies, improving security and minimising the risk of legal contingencies.**

The platform allows professionals to automatically create documents, share them for review, validate them in real-time, collaborate virtually, negotiate and has its own electronic signature.

Bigne has developed a generative artificial intelligence assistant, Libra, which is connected to its CLM platform, developed for legal departments, which is an expert in the legal field and **offers a secure environment of maximum confidentiality, minimising the hallucinations typical of other generalist tools.**

The technology company is a pioneer and leader in the field of no-code document automation, has a global presence and its clients include large corporations and large law firms.

To learn more about Bigne Legal, visit the website: bignelegal.com

For other enquiries, please contact communication@bignelegal.com

By using Bigne, you contribute to saving natural resources



323 million
kg of wood



7.1 billion
litres of water



725 million
kg of CO₂



47 million
kg of waste