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What's the firm's PTO policy?

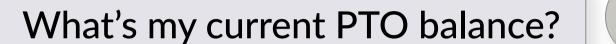
The firm's PTO policy includes vacation, sick days, and holidays for eligible full-time employees.

KLST – Employee Handbook.docx

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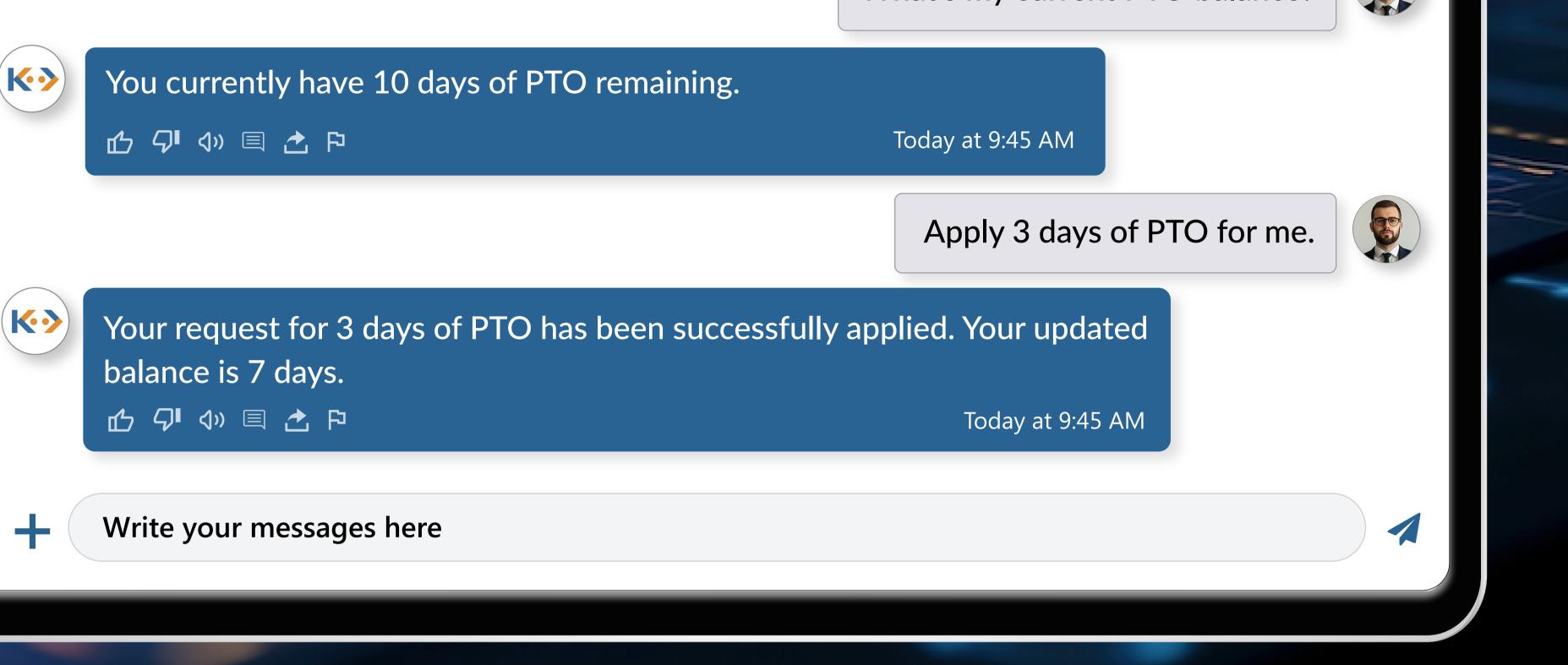
Today at 9:45 AM







## Your Virtual Counsel powered by Generative Al



### **Contact@klapper.ai**

www.klapper.ai

#### What sets KLapper apart?



Surface intelligence from your Firm's data via "intelligent" connectors:

KLapper "GenAI-powered virtual assistants" can be build within seconds, trained with knowledge from NetDocuments / iManage DMS, SQL Server, Time and billing data, Experience data, CRM data, SharePoint Intranet, Network & Online web sources, and any modern web application like "ServiceNow", "Intapp", "LexisNexis", "Foundation" etc. (with microservices connectivity).



#### Secure Installation:

KLapper can be seamlessly installed within your firm's Microsoft Azure Tenant, ensuring utmost privacy, confidentiality, and security for your valuable data.



#### **Usage-Based Licensing Model:**

Users can benefit from a flexible and cost-effective usage-based licensing model, allowing them to scale their virtual assistant capabilities as needed with minimal up-front costs.

**KLapper** Assistants offer a streamlined 1-click deployment process, making them effortlessly accessible across a wide range of platforms, including Microsoft Teams, SharePoint Online (as

#### an app or Guided Search extension), websites, mobile apps, and Windows 11.



## Enhance the Microsoft Copilot experience using intelligent **KLapper Plugins for Copilot**

Users can enhance their Microsoft Copilot experience and empower users by integrating intelligent KLapper Plugins that provide robust data insights directly within Copilot.

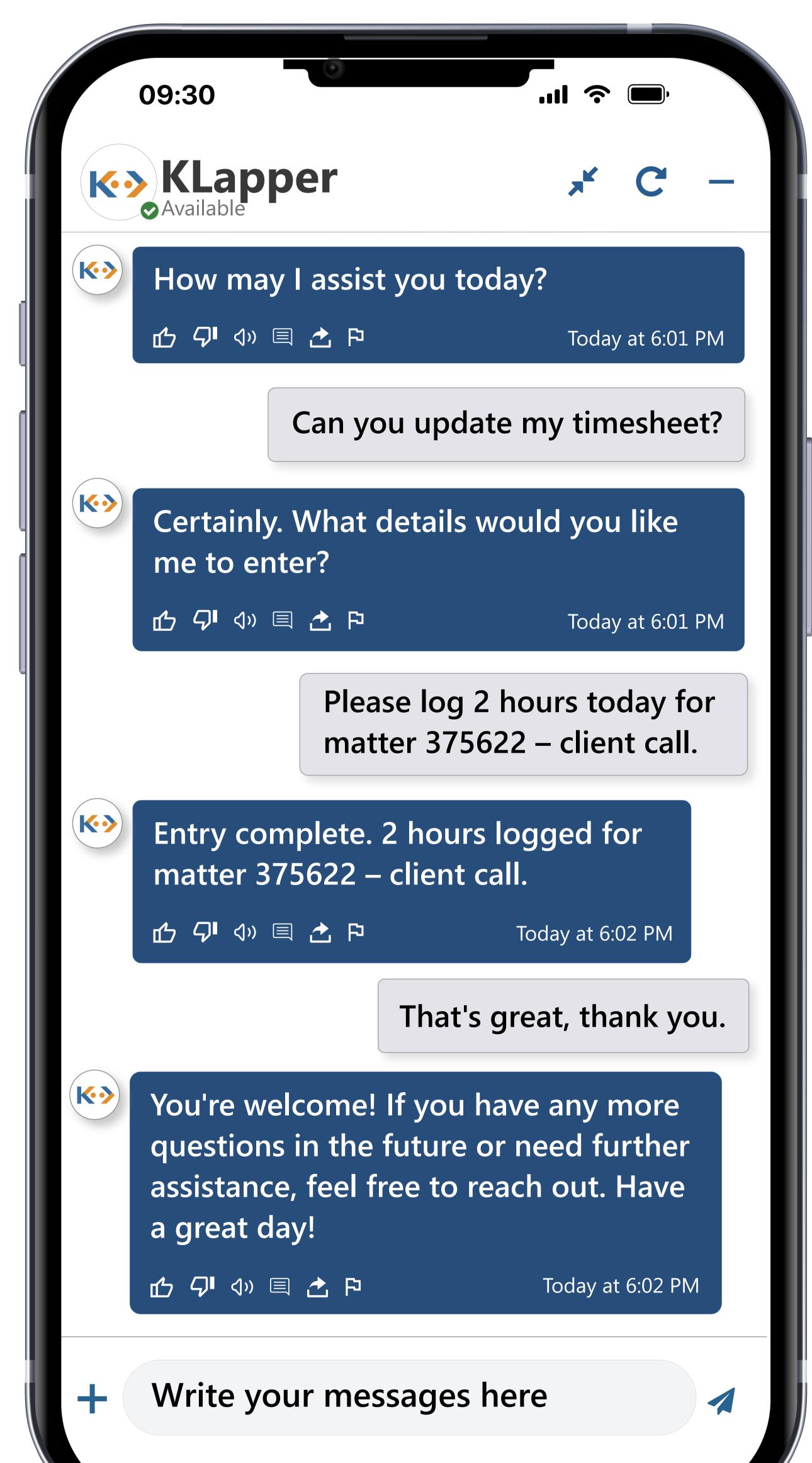


# KLapper Scenarios

**Time Sheet Management:** Perform time sheet entry and receive alerts for missing sheets.

Legal Research: Perform quick legal research and access necessary information.

**Contract Review:** Review and rewrite contracts based on GDP approval guidelines.



**Contract Creation:** Generate new contracts from your firm's templates and playbook.

Leave Management: Check leave balances and apply for leave effortlessly.

HR Tasks: Access PTO policies, Work-from-Home guidelines, performance appraisal processes, and more.

**Scheduling:** Retrieve contact details, Check availability, and schedule meetings with ease.

**Document Status:** Find the status of the matter documents.



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