Functional Requirements

1. Client Functions

- Register and manage profile
- Search and select law firms
- Submit consultation requests
- View and track cases, schedules, and hearings
- Upload required documents
- Make payments and view transaction history

2. Intern/Clerk Functions

- Receive and manage assigned tasks
- Prepare and manage legal documents
- Maintain client–lawyer interaction records
- Verify and organize case documents
- Assist in client onboarding
- Draft meeting notes for lawyer approval

3. Lawyer Functions

- Manage profile and availability
- View and manage assigned cases and consultations
- Communicate with clients and staff
- Review interactions and meeting records
- Maintain case documents and progress
- Track hearings, tasks, and deadlines

4. Administrative Functions

- Manage firm profile and settings
- Assign lawyers and interns to cases
- Monitor workload and performance
- Control access and confidentiality policies

- Manage billing, payments, and financial reports
- Handle case reassignment and data transfer

Non-functional Requirements

1. Performance

- Fast response for case data, schedules, and search
- Support multiple concurrent users without slowdown
- Real-time updates for hearing dates, documents, and case status

2. Security

- Role-based authentication and authorisation
- End-to-end encrypted communication
- Strict client confidentiality
- Controlled access to sensitive case, document, and billing data

3. Data Integrity & Reliability

- Isolated client data with no cross-client leakage
- Secure document storage with version control
- Complete audit trail for communications and updates
- Data backup and recovery support to prevent data loss

4. Usability & Accessibility

- Responsive design for desktop, tablet, and mobile
- Simple workflows with minimal user actions
- Multi-language support for regional users
- Clear dashboards for case status, hearings, and reminders

5. Scalability

- Support growth in users, firms, cases, and documents
- Handle increasing transactions without redesign

- Enable future integration with external systems (courts, payment gateways, etc.)

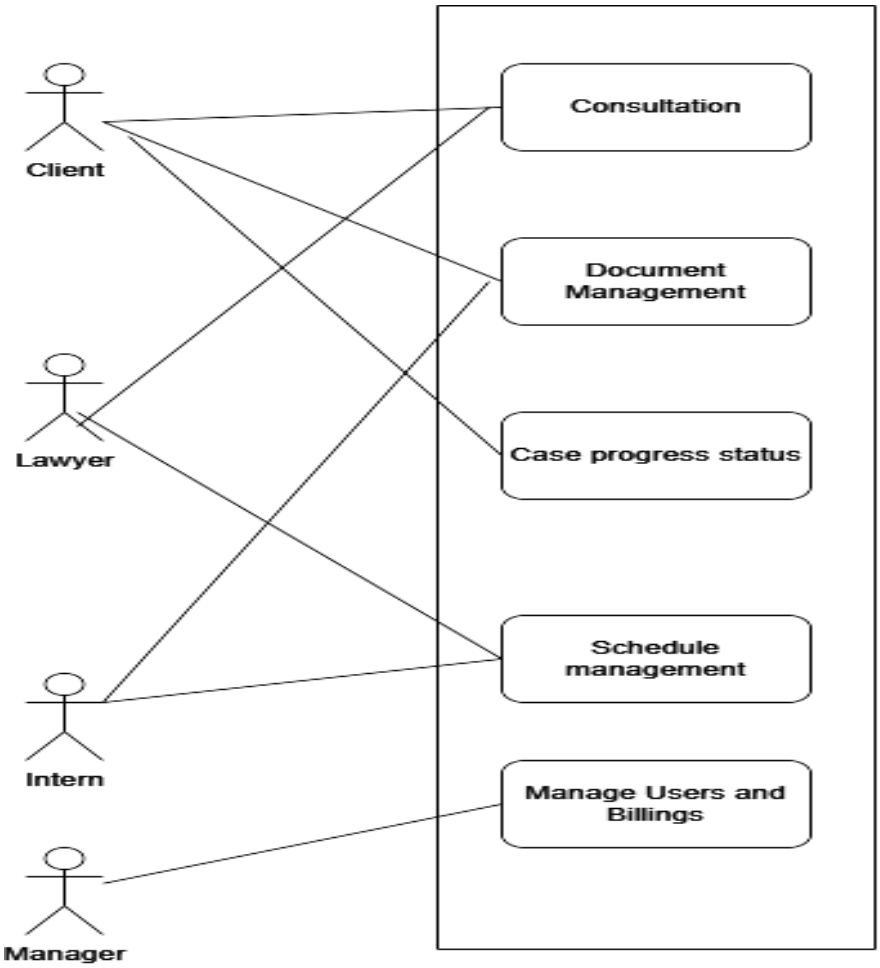
6. Availability & Continuity

- High system uptime for uninterrupted access
- Continuous access to past communication and documents
- Support for long inactivity periods without data loss

UML Diagrams

UML Diagrams

Use Case Diagram



System use case diagram showing Client, Lawyer, Intern, and Manager interactions with Consultation, Document Management, Case Progress Status, Schedule Management, and User/Billing Management functionalities

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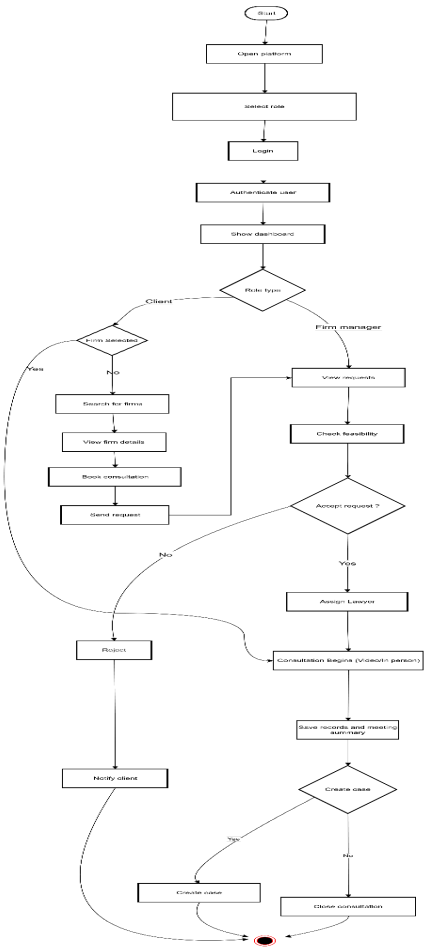
Activity Diagrams

Consultation Process



Complete consultation workflow including practitioner search, online/offline consultation paths, document handling, payment processing, and consultation completion

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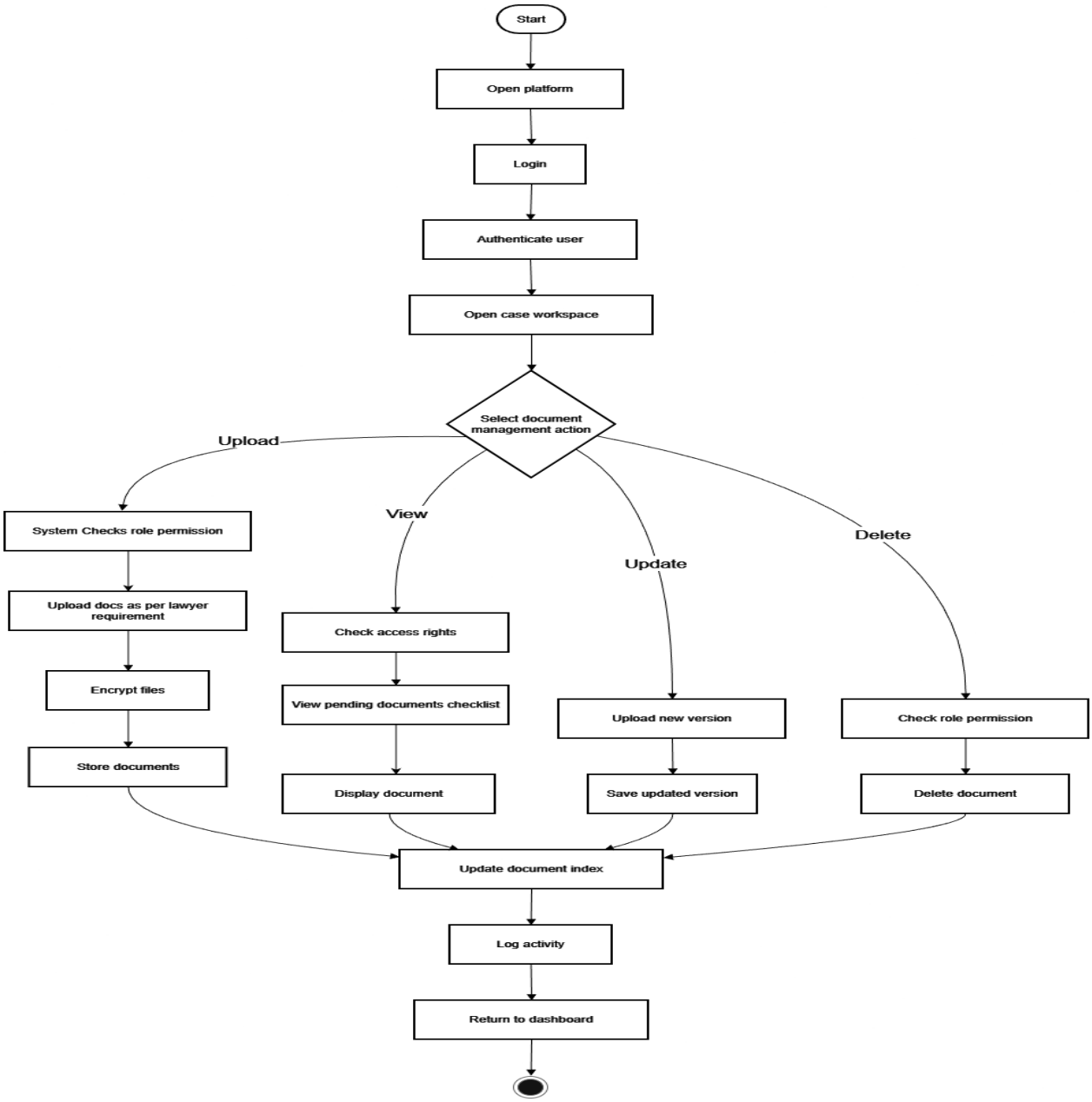
Document Management



Document lifecycle operations: upload with encryption, view with access control, update with versioning, delete with permissions, and comprehensive activity logging

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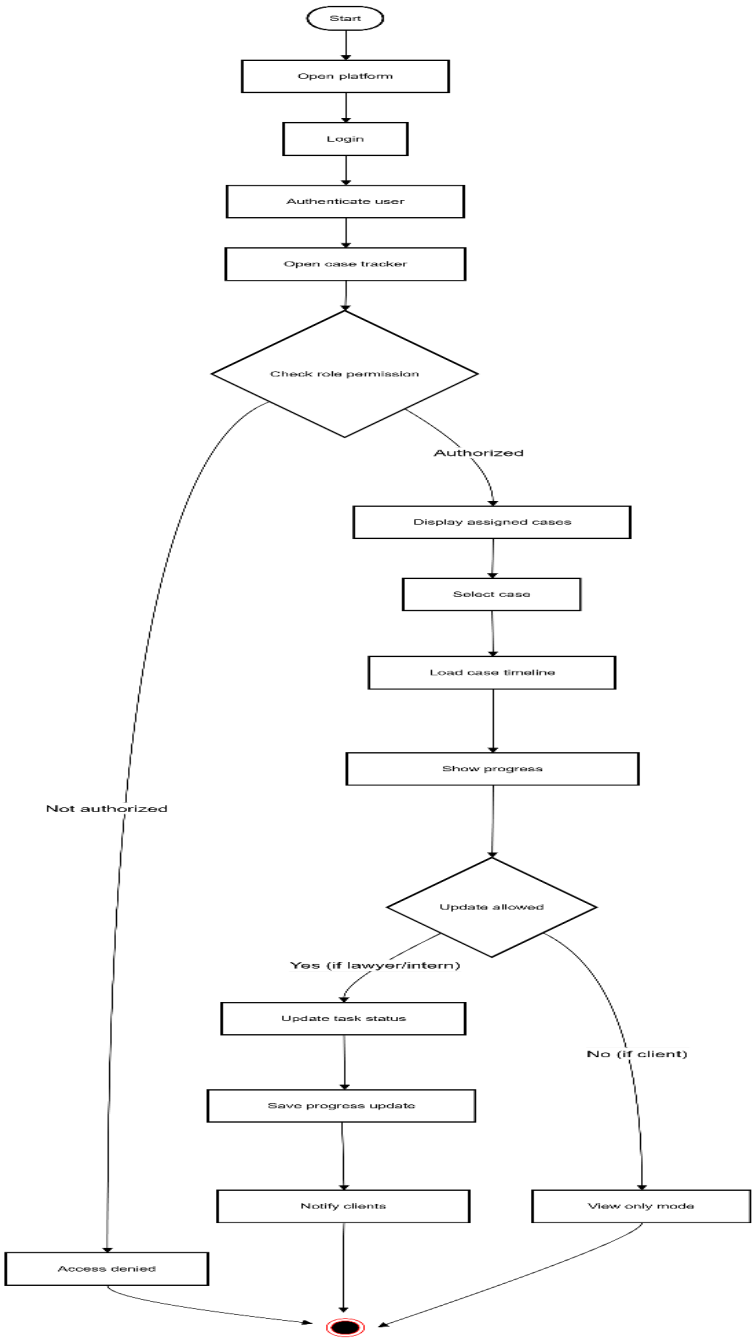
Case Tracker



Case tracking system with role-based access: lawyers/interns can update progress and notify clients; clients have view-only access to case status and timelines

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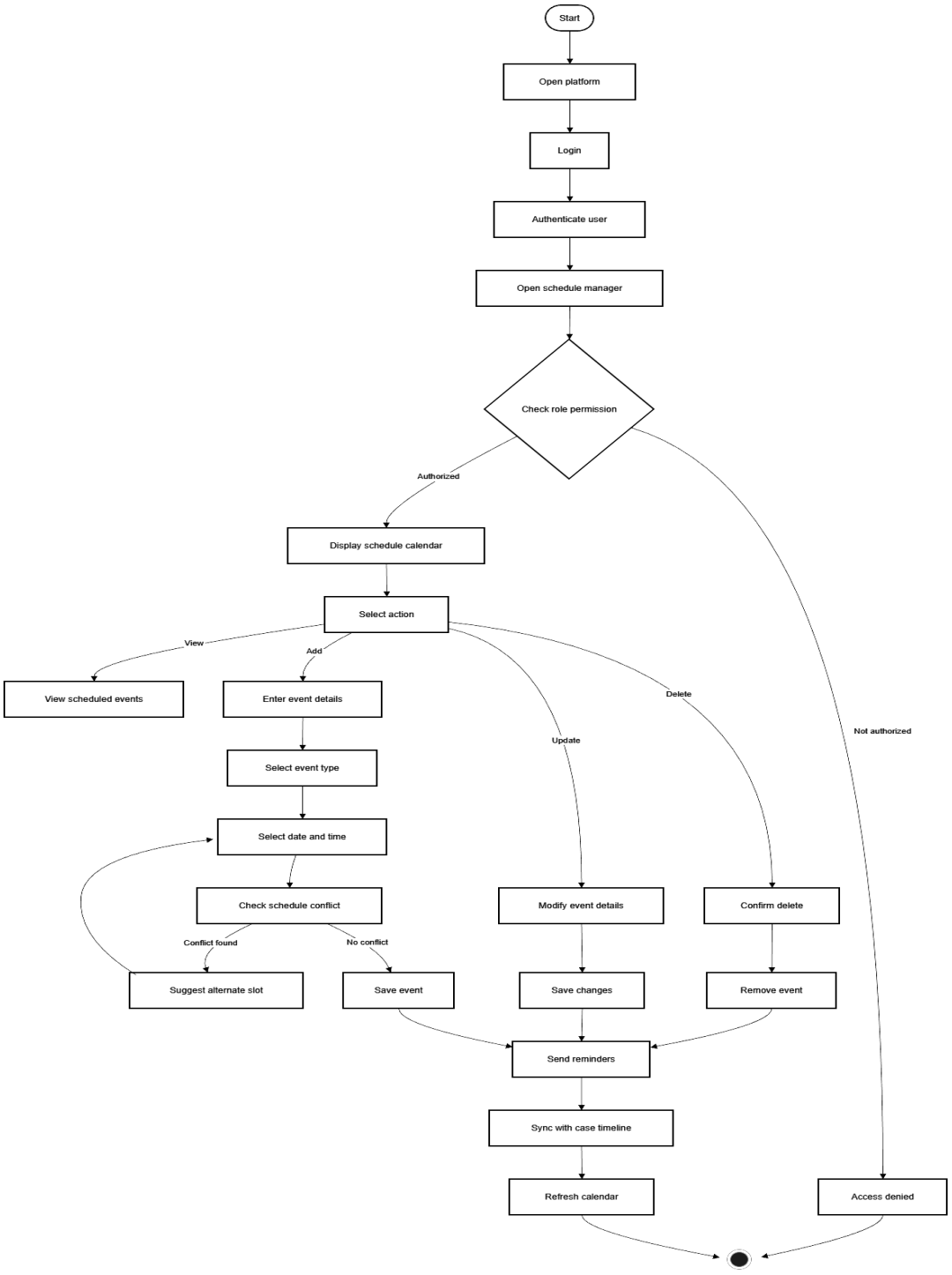
Schedule Manager



Comprehensive schedule management: view events, create new events with type/date/time selection, conflict detection with alternative suggestions, modify/delete events, set reminders, and sync with case timeline

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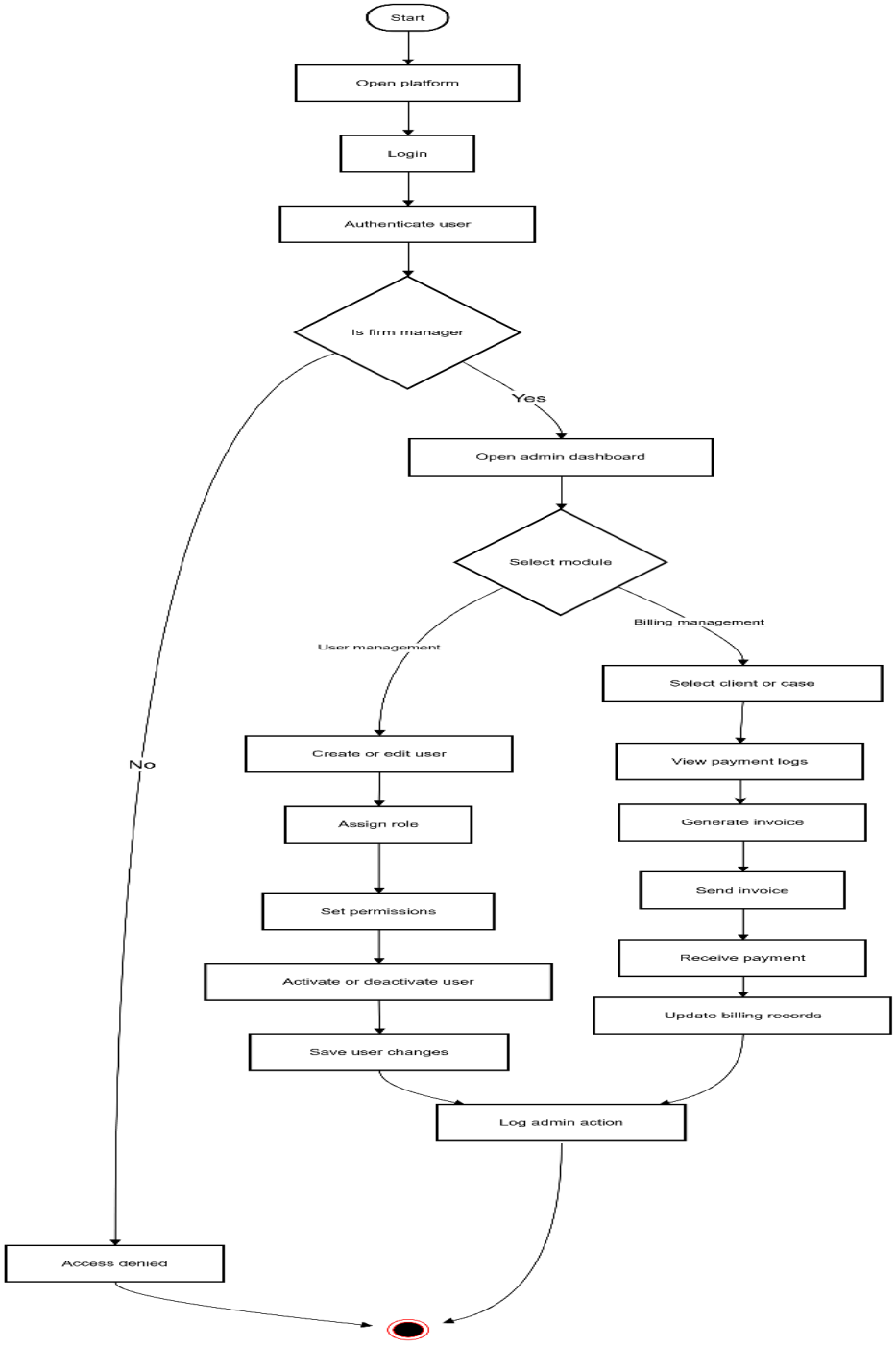
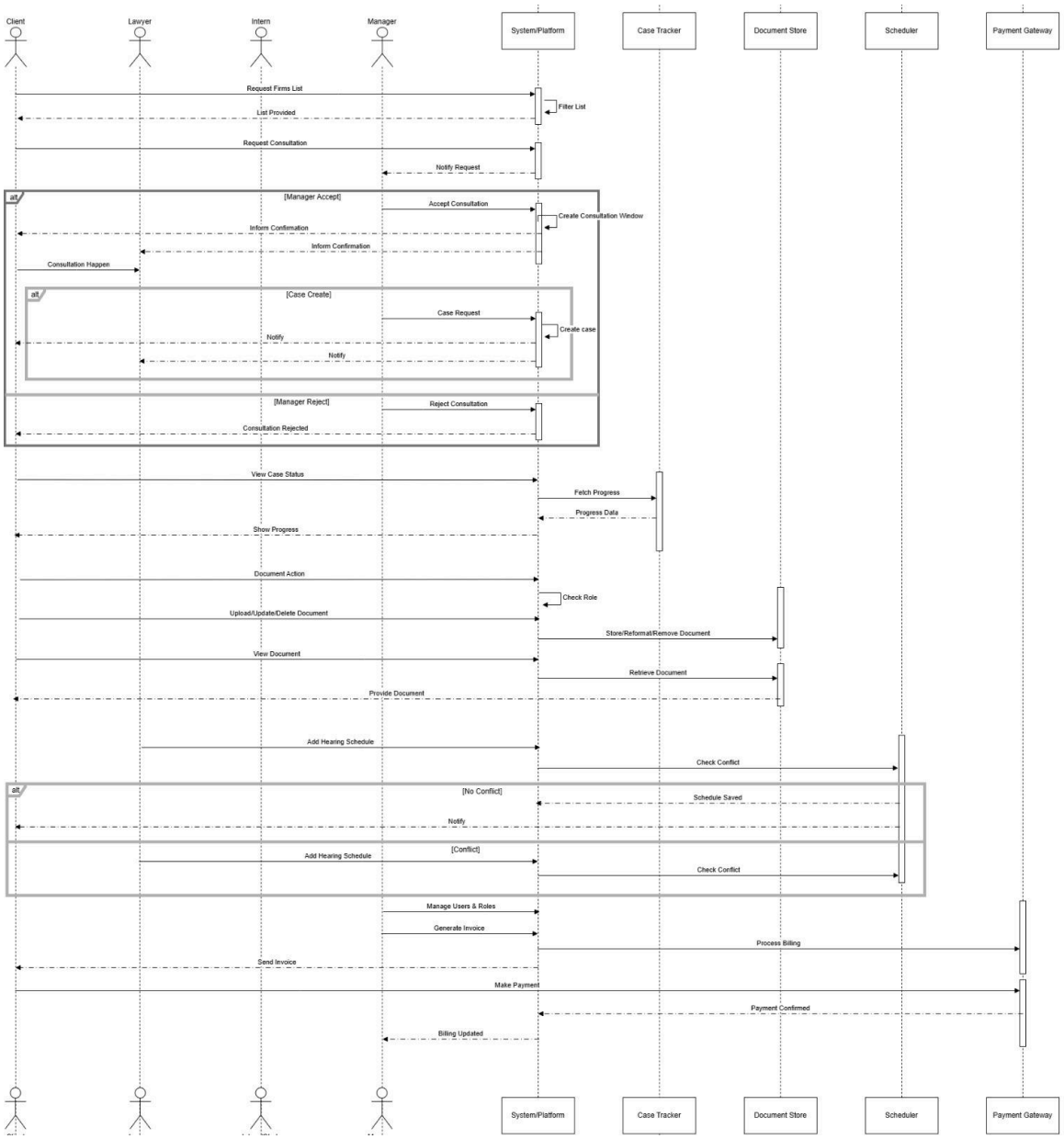
User Billing



Administrative billing and user management: create/edit users with role assignment, activate/deactivate users, select clients/cases, view payment logs, generate and send invoices, receive payments, and update billing records

Sequence Diagram



Multi-actor authentication flow showing login verification and role-based authorization for Client, Lawyer, Intern, and Manager accessing System, CaseTracker, DocumentStore, Scheduler, and Billing modules

Document Information

System: Law Firm Management Platform
Version: 1.0

Date: February 2026
Status: Software Requirements Specification

This document outlines the comprehensive functional and non-functional requirements along with UML modeling for a law firm management system designed to facilitate seamless interaction between clients, lawyers, interns/clerks, and administrative staff.