

1. Executive Summary

EasyLaw is a web-based legal practice management platform designed to streamline operations for solo practitioners, small law firms, legal aid organizations, and law school clinics. It solves two core problems:

- **Client management inefficiencies**, by replacing fragmented tools with a unified dashboard.
- **Time-consuming legal research**, by integrating AI-powered tools that identify relevant precedents and statutes.

With EasyLaw, legal professionals can enhance productivity, reduce administrative overhead, and deliver superior client service.

2. Objectives

- Provide a centralized platform for managing clients, cases, documents, and deadlines.
 - Automate repetitive tasks like document creation and conflict checks.
 - Integrate AI-driven legal research and precedent analysis.
 - Ensure secure and streamlined client communications.
 - Support mobile access for on-the-go time tracking and updates.
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3. Target Audience

- Solo practitioners and small law firms (1-10 attorneys)

- Paralegals and legal assistants
 - Law school legal clinics
 - Legal aid and nonprofit law centers
 - Mid-sized firms looking for a budget-friendly case management solution
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4. Key Features

4.1 Client Dashboard

- Case overview by status (open, in progress, closed)
- Document repository per client and case
- Notes and collaboration space

4.2 Automated Intake Forms

- Customizable intake forms
- Conflict checking across all clients and contacts

4.3 AI-Powered Legal Research

- Natural language queries for legal questions
- Case law and statute summarization
- Precedent and citation suggestions

4.4 Time Tracking & Billing

- In-app timers and manual time logs
- Billable hours report generation

- Invoice templates with payment tracking

4.5 Court Calendar Integration

- Court deadline reminders and alerts
- Integration with Google Calendar/Outlook

4.6 Document Generation

- Library of legal document templates (e.g., NDAs, motions, contracts)
- Auto-fill fields with client and case data

4.7 Secure Client Portal

- Two-way document sharing
- Encrypted messaging with clients
- Activity log and audit trail

4.8 Mobile App Companion

- Syncs with web platform
- Time tracking on the go
- Access to case summaries and client files

5. User Stories

Attorney

- As an attorney, I want to see a dashboard of all my ongoing cases so that I can prioritize tasks.

- As an attorney, I want to generate a motion with pre-filled client details so that I save time on document drafting.

Paralegal

- As a paralegal, I want to perform conflict checks quickly across all client records.
- As a paralegal, I want to upload case documents and tag them for easy retrieval.

Law Clinic Admin

- As a clinic admin, I want to manage student user roles and assign cases.
- As a clinic admin, I want analytics on case outcomes and student performance.

Client

- As a client, I want to view upcoming court dates and submit documents securely.
 - As a client, I want to receive notifications about case status updates.
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6. Technical Requirements

6.1 Backend

- Python (Django) with PostgreSQL database
- RESTful API layer for frontend/mobile communication
- Integration with OpenAI/Gemini for legal research module

6.2 Frontend

- React.js frontend for responsive design
- Tailwind CSS UI framework

- Role-based access control (RBAC)

6.3 Mobile App

- React Native mobile app for iOS and Android
- Sync with backend in real-time
- Offline support with local data cache

6.4 Security & Compliance

- Data encryption at rest and in transit (AES-256, HTTPS/TLS)
 - GDPR and HIPAA compliance-ready architecture
 - Audit logs and access history per user
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7. Implementation Milestones

Milestone	Target Date
Requirements Finalization	Month 1
Prototype Development	Month 2 - Month 3
Alpha Testing (internal)	Month 4
Beta Testing (early users)	Month 5
Public Launch	Month 6

8. Risks & Mitigation

- **Data Breach Risk:** Implement robust encryption, access control, and third-party security audits.

- **AI Research Inaccuracy:** Include human override/edit feature; allow users to flag incorrect outputs.
 - **Adoption Resistance:** Provide onboarding tutorials and legal-specific walkthroughs.
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9. Success Metrics

- **User Retention:** % of monthly active users vs new signups
- **Time Savings:** Avg. hours saved per user per week
- **Client Satisfaction:** Net Promoter Score (NPS)
- **Legal Research Accuracy:** % of flagged errors in AI results
- **Billing Recovery:** % increase in billable hours tracked