



“It’s easy to get in control of you contract workload—using Contract Advantage! No more unmanaged collections of spreadsheets, documents, or index cards—just a clear, well-thought-out contract management tool will do it.”

Take Control

You’ve told us what you need. You have asked for, and received, greater functionality in an automated contract tool. Now it has arrived! With Contract Advantage, you will find:

- Versatile Tickler System
- Email Alerts
- Contract Diary
- User-defined Fields
- Attach Documents/Images
- Negotiation Support/Workflow

Tracking

The system tracks all contract parties, attorneys, managers and business contacts. In addition, it enables tracking of key actions/dates, responsible parties, intellectual property, contract summaries, clauses, lease information, financial information, territories, ducts, and amendments.

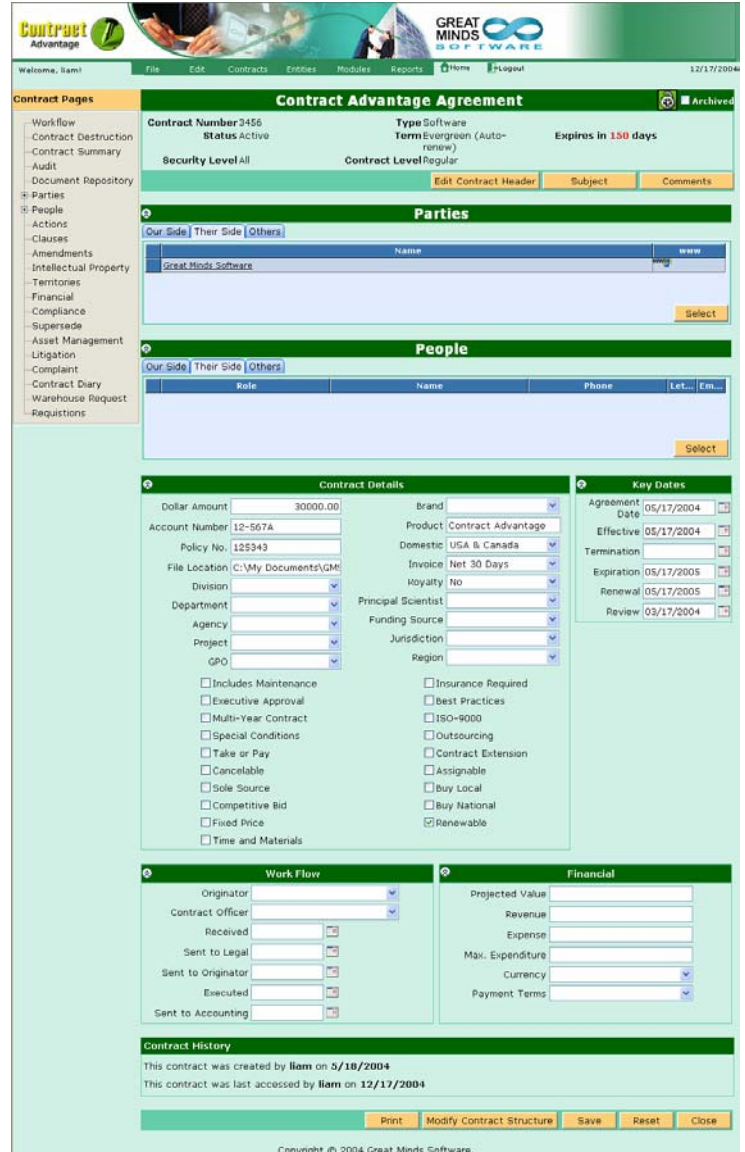
CONTRACT ADVANTAGE includes valuable features for vendor, customer, workflow, asset, insurance and audit management - all these features are designed to help businesses maintain control of critical contract obligations.

Reporting

CONTRACT ADVANTAGE gives you powerful reporting features. Action Tickler reports can be produced for *any* user-defined contract dates, over *any* period of time. Users are able to duce reports in summarized or detailed format, sorted by contract type, name, dollar amount, contract or action date - in a straight list or grouped by responsible person or contract manager. Reports, such as Action, Territory, Financial, and more can be printed, viewed on screen, exported to multiple formats, like word processing or spreadsheet grams and can be e-mailed. The system’s Automatic Tickler feature automatically reminds parties of key dates to include renewals, reviews, expiration dates, user-defined actions, filings, reporting, milestones, and more.

Communication

CONTRACT ADVANTAGE has both email and letter-writing capability built into the system. Complete contact addresses translate into pre-addressed letter and email forms being produced at the click of a button. These can be saved and attached to each record in the Document Repository area.



Contract Advantage Contract Summary Screen

Data

Each contract has over 400 data fields, including such elements as duct, status, leasing details, intellectual property and litigation. Users can rename fields in order to customize their pages to accommodate unique information to your industry. The system contains both a Clause Repository that allows authorized users to assemble contracts and print them for signature and a Document Repository to place all electronic documents relating to a contract record in an organized fashion. No more paper cuts!

Contract Advantage Search Parameters

Search

Using **CONTRACT ADVANTAGE**'s powerful **search** mechanism, managers can find a contract or several contracts, meeting any combination of a vast number of selection criteria. Select and report on a group of contracts or thousands within seconds!

Additional Features

- Unlimited Number of Contract Clauses*
- Clause Repository*
- Includes Diary for Negotiation Tracking*
- Allows Users to Rename Major Fields*
- Keeps Contract Abstracts*
- Tracks Contract Parties and Roles*
- Produces Reports Reminding you of Actions Due*
- Actions Due Date Calendars*
- Permits Financial Actions*
- Generates Recurring Actions*
- Automatically Sends Email Notifications of Actions Due*
- Global Actions Responsibility Reassignment*
- Reports*
- User-Defined Reporting*
- Document Repository*

- Automatically Generates Pre-Addressed Email and Letters*
- Readily Exports to Access/Excel/XML*
- Contains Workflow*
- Tender Management*
- Users-Defined Windows and Fields added at will*
- Users Control Windows & Fields*
- Display by Contract Type*
- Users Stipulate Mandatory Fields by Contract Type*
- Tracks Financials*
- Built-In, Multi-Level Security*
- Users "Hide" Non-Essential Areas*
- Permits Setting Up Custom Automatic Numbering Format*
- Contract Versioning*
- Duplicates Agreements*

- Generates Documents for Signature*
- Produces Requisitions*
- Tracks Superseding Contracts*
- Tracks Multiple Currencies*
- Permits Global Currency Settings*
- Tracks Master Agreements, Sub and Regular Contracts*
- Litigation Case Management Tools*
- Tracks Intellectual Property*
- Full Text Searches on Records and Attached Documents*
- Searches on Clause Titles*
- Keywords Searches*
- User-Defined Contract Templates*
- Document Management*
- Searches on Key Fields*
- Internet/Intranet and Network Access*

Server Requirements:

Network supported by Windows NT/2000
 Pentium 700 Mhz or better
 1GB Memory
 170MB Hard Disk minimum.

Workstation Requirements:

Workstation running Windows NT/2000/XP
 512MB memory minimum (512MB preferred)
 SVGA or better video graphics, true color 1024X768
 20MB Disk Space on workstation

Great Minds Software partners with:



For Information or Demos: Call us at (212) 786-7415.
 Find us on the web at www.GreatMinds-Software.com