



WHAT IS LTC4™ AND WHY SHOULD CLIENTS KNOW ABOUT IT?

LTC4 has set the global standard for legal technology proficiency!

LTC4 was created by legal training managers, IT professionals, and lawyers from across the globe who collaborated to develop a set of technology Core Competencies. These volunteers used their extensive experience in the legal industry to address fundamental skills gaps directly impacting a firm's productivity and profitability.

The resulting ten workflow-based Learning Plans are designed to be application agnostic and flexible to include any firm's internal policies. The following Core Competencies are relevant to the way modern lawyers and their support staff need to work:

- Working with Legal Documents
- Time Recording
- Client Relationship Management
- Working Remotely
- Data and Reports
- Managing Documents & Emails
- Collaborating with Others
- Security Awareness
- Visual Communications

All of the Learning Plans are routinely reviewed by volunteers and vetted by a second review group to ensure they remain objectively relevant amid the increasing demands of the industry.

Technology has dramatically changed how lawyers work. Some legal agencies have required attorneys to receive technology training as part of their professional responsibility. LTC4's Learning Plans can satisfy this requirement, equipping attorneys to prepare and handle documents efficiently and securely.

LTC4 Learning Plans provide a framework for training programs and an opportunity for individuals to become certified – to prove to their clients that they have the necessary skills to be productive and efficient. LTC4 Certification is now recognized as the industry standard.

The LTC4 vision is clear: Working for a future where all legal professionals can use technology efficiently and can prove it!

Find out more at www.ltc4.org or email: info@ltc4.org