



ILS Cloud™

Product Description

InterActive LegalSuite™



Table of Contents

Table of Contents2

What is ILS Cloud?3

ILS Cloud Components and Services.....3

ILS Cloud System Requirements5

 Network Connectivity.....5

 Supported Devices for WorkSpaces.....5

 Supported Devices for Amazon WorkDocs Sync Client5

 Supported Browsers for WorkDocs5

 WorkDocs Mobile Device Clients (optional).....6

 Google Cloud Print (optional)6

ILS Cloud Terms of Use.....7

Acknowledgement and Waiver.....7

What is ILS Cloud?

The ILS Cloud environment provides a cloud-based desktop for your InterActive LegalSuite software and practice systems. It combines the functionality and content of InterActive LegalSuite with the services offered by Amazon Web Services (AWS), InterActive Legal's Technology Partner.

The ILS Cloud environment uses Amazon WorkSpaces and Amazon WorkDocs, and provides superior mobility, security, and compatibility with a wide array of [Supported Devices](#): PC or Mac® computer or laptop, iPad, Android tablet, Kindle Fire, or Chromebook. The documents you create in ILS Cloud can be accessed from any browser on your computer or mobile device.

If there are multiple users of ILS Cloud at your firm, you can take advantage of Amazon WorkDocs' extensive sharing and collaboration tools to enhance your productivity. Firms with multiple users will be provided with an ILS PeerServer™ so that your clients, matters, and documents can be accessed from a central network location. To protect the privacy of your firm and its clients, your WorkSpaces and PeerServer will be provisioned in an AWS Virtual Private Cloud. This allows file sharing among your own authorized users, while preventing access by anyone else.

ILS Cloud Components and Services

The ILS Cloud comprises several elements that work in harmony to give you the best possible user experience. They are described here in more detail.

InterActive LegalSuite (ILS)

InterActive LegalSuite, in the ILS Cloud environment, provides the same feature-rich user experience as our current desktop users enjoy. ILS Cloud gives you full access to your ILS SmartContent clients, matters, and documents, and your ILS subscriptions such as Wealth Transfer Planning (WTP), Elder Law Planning (ELP), Essential Estate Planning (EEP), etc. Two other applications needed to run InterActive LegalSuite (Microsoft Word® and HotDocs Player™) are included in your subscription to ILS Cloud and are pre-installed at no extra charge. With ILS Cloud, Mac users appreciate the ability to use InterActive LegalSuite without needing Parallels® or Boot Camp® or having to purchase Microsoft Word.

Amazon WorkSpaces — a managed desktop computing service in the cloud. Amazon WorkSpaces provides a cloud-based desktop that lets you access your documents, ILS software and related resources from a wide array of [Supported Devices](#). The Amazon WorkSpace provides 50GB of space total for your ILS data, documents, and ILS Cloud Backups combined. The system hardware provides 2 vCPU and 4GB Memory. The

WorkSpace also includes Microsoft Office Professional, Trend Micro Worry-Free Business Security Services, and Utilities (Internet Explorer 11, Firefox, WinZip).

For your privacy and security, ILS does not know or store the password to your Amazon WorkSpace, and does not have access to your confidential data. You will create your own password when you receive your "Welcome" letter. You will be responsible for tracking your passwords. The password retrieval process is handled entirely by Amazon Web Services.

ILS Cloud provides a customized WorkSpace that includes an integrated backup system tailored to InterActive LegalSuite. To get you up and running quickly, we have pre-installed several tools that are included in your subscription, such as HotDocs Player, Google Chrome and the Google Cloud Print driver.

Amazon WorkDocs — a managed enterprise storage and file synchronization service. Firms with multiple ILS Cloud users will especially appreciate WorkDocs' sophisticated, built-in sharing and collaboration tools. Documents created in ILS Cloud that you save to Amazon WorkDocs will automatically sync to folders on your PC or Mac computer. Your documents also sync to your firm's private WorkDocs web site, so you can also access them from a [browser](#) and/or your mobile devices ([iPad](#), [iPhone](#), [Android Tablet](#), [Android Phone](#)). You'll be able to edit these documents offline once they are synced to your computer or downloaded from your firm's WorkDocs web site.

Your ILS Cloud environment provides 50GB of space on Amazon WorkDocs. To ensure your privacy and peace of mind, data synchronized to Amazon WorkDocs is encrypted in transit and at rest.

Google Cloud Print — an optional service that connects your local printers to the web, via your Google account. Google Cloud Print lets you print documents directly from your WorkSpace. Google Cloud Print also lets you print from your phone, tablet, Chromebook, PC, Mac and from any browser.

If you don't already have one, you'll need to [establish a Google Account](#) that will be associated with your law practice. You'll also need Google Chrome on the computer where the printers are attached.

ILS Cloud Backups – Your InterActive LegalSuite documents and any customized material will be backed up automatically and placed in your Amazon WorkDocs synchronized folder location. Provided that your Amazon WorkSpace is logged on (disconnected is OK) and the WorkDocs client is active, your backup files will be synchronized to your firm's Amazon WorkDocs web site and to your PC or Mac.

ILS Cloud System Requirements¹

Network Connectivity

To operate the Amazon WorkSpace Client, *each* user will need:

- A broadband Internet connection with TCP ports 443 & 4172, and UDP port 4172 open.
- [Amazon Health Check's](#) rating of "FAST" (Round Trip Time < 100ms) in US East.

If the [Amazon Health Check](#) reports significantly lower Round Trip Time in US West than US East consistently on your primary computer or laptop, please email support@interactivelegal.com and request that your ILS Cloud be provisioned in US West.

Supported Devices for WorkSpaces

To operate the Amazon WorkSpace Client, each user will need one of the following devices:

- A PC with Microsoft Windows 7 or later
- Apple Mac OS X 10.8.1 or later
- Apple iPad 2 with iOS 7.0 or later
- Apple iPad Retina with iOS 7.0 or later
- Amazon Kindle Fire HDX or Kindle HD 7
- Samsung and Nexus tablets with Android OS 4.2 or later
- Chromebook with Chrome OS version 45 and later

Supported Devices for Amazon WorkDocs Sync Client

A personal computer with one of the following operating systems:

- Windows 7
- Windows 8 and later
- An Apple Mac with OS X 10.9 or later

Note: on all Windows clients, including all WorkSpaces, you must [enable JavaScript in Internet Explorer](#).

Supported Browsers for WorkDocs

To access your firm's WorkDocs web site, each user will need one of the following browsers:

- Google Chrome version 30 or later
- Mozilla Firefox ESR version 24.6 or later
- Mozilla Firefox version 30 or later
- Apple Safari version 7 or later
- Microsoft Internet Explorer 10 or later

¹ The System Requirements are subject to change. The most current requirements for [Amazon WorkSpaces](#) and [Amazon WorkDocs](#) are outlined on aws.amazon.com/documentation/.

WorkDocs Mobile Device Clients (optional)

You may also (optionally) access WorkDocs via one of the WorkDocs clients described below.

iPad

The Amazon WorkDocs iPad application requires:

- An iPad 2 or iPad Retina with iOS 6.1.2 or later

iPhone

The Amazon WorkDocs Android tablet application requires one of the following:

- An Android tablet with Android 2.3.3 or later Kindle Fire HD 7 (2nd Gen)
- Kindle Fire HD 8.9 (2nd Gen)
- Kindle Fire HD 7 (3rd Gen)
- Kindle Fire HDX 7 (3rd Gen)
- Kindle Fire HDX 8.9 (3rd Gen)

Android tablet

The Amazon WorkDocs Android tablet application requires:

- An Android tablet with Android 2.3.3 or later Kindle Fire HD 7 (2nd Gen)
- Kindle Fire HD 8.9 (2nd Gen)
- Kindle Fire HD 7 (3rd Gen)
- Kindle Fire HDX 7 (3rd Gen)
- Kindle Fire HDX 8.9 (3rd Gen)

Android phone

The Amazon WorkDocs Android phone client application requires:

- An Android phone with Android 4.0.3 or later

Google Cloud Print (optional)

If you wish to use Google Cloud Print in order to print documents directly from your WorkSpace to a local printer, you will need:

- A work-related Google account that will be associated with your law practice.
To create a Google account, visit: <https://accounts.google.com/SignUp>.
- Google Chrome installed on the computer connected to your local printers.

ILS Cloud Terms of Use

Each ILS Cloud user must:

- attend a dedicated training session for ILS Cloud provided by InterActive Legal.
- use ILS Cloud exclusively for operating InterActive LegalSuite software for its designated purpose.
- refrain from installing additional software or applications within the Amazon WorkSpace(s), with the exception of a third-party backup solution of your choice (highly recommended).
- recognize and accept that loss of connectivity could potentially limit or prevent access to ILS Cloud, and that loss of documents or other data could occur, though it is unlikely.
- recognize and accept that ILS Cloud security is a shared responsibility. While AWS manages security of the cloud, security *in* the cloud is the Firm's responsibility.
- recognize and accept that ILS Cloud backups are a shared responsibility. ILS Cloud will create daily, weekly, and monthly backup files.
 - Each ILS Cloud user must log into their Amazon WorkSpace (and PeerServer) regularly to ensure proper sync operations between the WorkSpace, their Amazon WorkDocs website and their sync folders on the PC or Mac.
- abide by Amazon Web Services (AWS) Terms of Service.

It is highly recommended that you store your completed documents, once synced to your WorkDocs folder, in your firm's on-premise file repository or document management system.

Acknowledgement and Waiver

InterActive Legal has taken extensive precautions in developing and testing ILS Cloud environment to see that all data that you enter into the system will be protected from loss due to technical errors or other unforeseen circumstances. However, it is possible that technical issues may occur that could unexpectedly cause temporary or permanent lack of access to data entered in the system, or loss of such data. Your firm is responsible for ensuring that you retain a copy of all documents drafted within your ILS Cloud environment within your own on-premise system(s) or mobile device(s) so that these documents may be accessed in the event that a loss of connectivity to your ILS Cloud environment or other technical issue might occur. You acknowledge the potential risk that data stored in ILS Cloud could be lost, and you agree to waive any right to seek compensation or other restitution from InterActive Legal for damages resulting from such loss.