

AI Tools for Lawyers – A Practical Guide

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Artificial intelligence (“AI”) is transforming the legal industry at a remarkable pace and now plays a practical, everyday role in law firms across the globe. Whether automating routine tasks, conducting advanced legal research, or enhancing client services, AI has the potential to reshape how legal professionals operate. However, with numerous AI platforms and tools available, selecting the right solution for your law firm can feel overwhelming. This guide aims to simplify that decision and provide a brief overview of popular GenAI tools used by attorneys.

Benefits and Uses

We will begin with looking at some of the benefits of AI in your practice:

- **Increased Efficiency:** AI tools can significantly enhance the efficiency of legal practices by automating routine tasks and expediting otherwise complex processes. For example, AI-powered document review systems can analyze vast volumes of information in a fraction of the time it would take a human, freeing up time to focus on other tasks.
- **Improved Accuracy:** The precision of AI tools in handling data and performing analyses is unparalleled. AI systems can meticulously organize and manage critical and voluminous documents (such as medical records or voluminous expert reports).
- **Cost Savings:** By automating labor-intensive tasks, AI tools contribute to significant cost savings for law firms. The reduction in "man hours" required for tasks like document review and data analysis allows firms to allocate resources more effectively.
- **Enhanced Research Capabilities:** AI-powered research tools, such as Westlaw Co-Counsel and Filevine, provide attorneys with advanced capabilities to conduct comprehensive legal research. These tools can quickly sift through extensive legal databases to identify relevant case law, statutes, and legal precedents, empowering attorneys with the information needed to build compelling arguments. Additionally, AI systems can assist in generating helpful information for aspects of cases such as demand letters, which are crucial in settlement negotiations.
- **Better Client Service:** AI tools enhance client service by improving communication and responsiveness. For example, AI systems can track communications, ensuring that follow-ups and action items are noted for future tasks. This proactive approach to case management can simplify tasks and improve client relationships.
- **Practical Applications:** AI tools can be used to assist in the performance of tasks common to most law practices. For instance, AI-powered systems can assist in scheduling and managing deadlines, reducing the risk of missed deadlines, and ensuring compliance with court requirements.

The specific areas where AI appears to be making the largest impact in the legal field:

- **Legal Research:** AI can swiftly scan extensive case law databases, statutes, and regulations. These tools can pinpoint the most relevant results based on context, thereby saving hours of manual effort. Advanced AI can even identify patterns and suggest related issues that a manual search might miss.
- **Document Review:** Discovery is among the most time-consuming aspects of litigation. AI tools can efficiently classify, tag, and extract key information from thousands of documents. Predictive coding and Technology Assisted Review (TAR) alleviate the burden on attorneys while enhancing accuracy. Some platforms also offer sentiment analysis and redaction automation.
- **Contract Review and Analysis:** AI platforms can analyze contracts to highlight missing clauses, pinpoint risks, and ensure regulatory compliance. These tools assist attorneys in reducing review time from hours to minutes and support things like version comparisons and clause libraries.
- **Litigation Prediction:** AI tools leverage data analytics to predict litigation outcomes, judge behaviors, and opposing counsel strategies. This enhances strategy development and client counseling by enabling firms to tailor arguments, set settlement expectations, and determine venue decisions based on data-driven insights.
- **Client Communication and Intake:** Chatbots and virtual assistants can handle client inquiries, schedule appointments, and collect initial information. Several tools are specifically designed for legal applications and can integrate with systems to enhance client onboarding and ensure consistent engagement.
- **Billing and Time Tracking:** AI can automate time entry, suggest billing codes, and identify billing inefficiencies. Several tools offer AI-driven timekeeping features that automatically track time spent on calls, emails, and document editing, ensuring more accurate and complete billing.

Strategy for Use of AI

A successful AI adoption strategy starts with clearly understanding your firm's unique needs. Some important factors you may consider:

- **Practice Area:** Different legal practices require different AI functionalities. For example, personal injury attorneys may focus on client intake and case management, while intellectual property firms may prioritize document search and pattern recognition for prior art. Employment law firms might benefit from compliance monitoring and real estate attorneys from automated deed and title reviews.
- **Firm Size and Structure:** A solo attorney or small firm may prefer cloud-based, low-cost solutions that require minimal IT support, while a large firm with an IT department might invest in a robust on-premises AI platform with advanced analytics, user permissions management, and multi-office integration.
- **Case Volume and Complexity:** High-volume firms will benefit more from automation and document analysis tools that reduce manual labor and human error. Complex litigation firms might prioritize advanced legal analytics and

collaborative features to support multi-lawyer teams working on high-stakes cases.

- **Client Expectations:** Are your clients demanding faster turnarounds or more detailed analytics? Tech-savvy clients may expect online portals, real-time updates, and transparency in billing, all of which AI-driven solutions can support or enhance.
- **Budget Constraints:** Determine how much your firm can invest in financial resources and personnel training. Account for the upfront costs of licenses or subscriptions and long-term expenses related to maintenance, upgrades, and user training.

When comparing AI platforms, keep an eye on these key capabilities:

- **Customizability:** Your platform should adapt to your firm's workflows, not vice versa.
- **Data Security and Compliance:** Ensure the platform meets strict data protection standards. Features like role-based access, audit trails, and encryption should be standard.
- **User Experience:** Choose platforms with an intuitive interface and clear user documentation. Consider platforms that provide visual workflows, searchable help centers, and embedded support tools to reduce training time.
- **Scalability:** Ensure the platform can grow as your firm expands. It should be able to accommodate more users, larger data sets, and additional functionalities without a performance drop.

Additionally, key evaluation criteria should include:

- **Industry Experience:** Does the vendor specialize in legal tech? Have they worked with firms like yours? Look for vendors who demonstrate domain-specific knowledge and an understanding of legal workflows.
- **Client Reviews and References:** Look for third-party reviews, testimonials, and case studies that address performance and customer satisfaction. Peer feedback is often the most reliable predictor of vendor success.
- **Customer Support:** Evaluate training, onboarding resources, and technical support availability. Live chat, helpdesk tickets, and dedicated account managers can make a big difference during implementation and troubleshooting.
- **Contract Terms:** Avoid long-term lock-ins, automatic renewals, or unclear pricing structures. Flexible, short-term contracts are often preferable during initial deployment.
- **Trial Period:** Insist on a pilot program. Run the platform through real-world scenarios to evaluate ease of use, output accuracy, and compatibility with firm processes.

AI solutions for law firms range widely in cost. Typical cost consideration models include:

- **Subscription-Based:** Flat-rate pricing per user/month. Suitable for small to mid-sized firms that need predictable budgeting. Often includes tiered features and user access levels.
- **Usage-Based:** Fees are based on the volume of documents processed or hours used. Suitable for litigation or project-based firms that require flexibility and expect fluctuations in workload.
- **Enterprise Licensing:** Large firms may negotiate enterprise-wide agreements with custom features, support, and implementation services. These often involve significant upfront investment but lower per-user costs.
- **“Freemium” Pricing:** Some platforms offer free core features and charge for advanced tools like analytics, automation, or premium integrations.

When considering pricing, you should do a cost-benefit analysis and consider things like time saved, hourly wage savings and client satisfaction. Choosing the right AI platform for your law firm is more than a technology decision—it’s strategic. By understanding AI’s capabilities, evaluating your firm’s needs, and comparing features and vendors, you can set your practice up for long-term success.

Key Ethical Considerations

In choosing to incorporate AI into a legal practice it is important to consider ethical obligations and platform security. Law firms using AI must prioritize ethical considerations and ensure AI is used responsibly. Because AI technology relies on algorithms to analyze vast amounts of data, depending on the type of data it draws from, the results can be biased. Relying on biased information can impact outcomes which can be especially detrimental for the legal community. Accuracy is another significant issue when using AI. It is often the top barrier preventing many lawyers from adopting AI into their practice. Accordingly, you want to be cautious. For example, confirm the accuracy of legal citations and fact check any sources of information before incorporating them into your documents.

When using AI technology, lawyers need to ensure that AI systems adhere to strict data privacy regulations. Additionally, you would want to make sure that data is only used for the specific purpose for which it was collected. Lawyers must always consider professional obligations relating to privacy and information-sharing when using information with AI systems to ensure that are not in breach of confidentiality obligations or otherwise disclosing information improperly.

Lawyers are ultimately responsible for information and any errors that may appear with the use of AI. As a result, lawyers must be proactive in establishing clear lines of responsibility and accountability when implementing AI in their firm. The best rule of thumb is to use AI technology as a complement to your work product, not a replacement. In so doing, lawyers will be able to enjoy AI’s transformative benefits while maintaining an ethical practice. While AI can streamline time-consuming tasks, it is under no circumstances a replacement for a lawyer’s training, wisdom and judgement. For more information regarding ethical duties and considerations of AI in for your law practice, see [Ethics Opinion No. 267](#) of the Mississippi Bar.

AI Tools

Virtually every tool or platform listed offers not only demonstrations, but free trials. This offers practitioners the ability to evaluate each of the tools for themselves without committing to a long-term obligation. We provide an overview of options below to get you started depending on your needs:

1. Case Management Tools

- **2nd Chair.ai** - 2nd Chair is a case management and legal research tool co-founded by a graduate of the University of Mississippi School of Law. 2nd Chair allows users to upload all its files to a system that can analyze the documents, prepare summaries, and accelerate the identification of facts within those documents. 2nd Chair also provides legal research help and allows users to see the sources of its answers.
- **Clio Duo** – Clio's cloud-based legal practice management platform centralizes law firm operations and offers GenAI add-ons. Clio Duo embeds within Clio Manage, allowing users to access GenAI and machine learning within their Clio database. Powered by Microsoft Azure OpenAI GPT-4, Clio Duo summarizes documents, drafting e-mails and letters, and helps prioritize workflows.
- **Filevine** - Filevine automates financial data extraction, labeling, and categorization. It tracks billable hours and invoices, and analyzes lead data from online forms, social media, and referrals. Filevine's ImmigrationAI feature lets attorneys quickly identify relevant forms, autofill them with client data, and provide translations in over 170 languages. Filevine's Demands AI creates documents such as custom demand letters by analyzing case details and relevant legal precedents. Filevine's Sidebar AI uses a virtual AI legal assistant to provide real-time support.
- **LEAP** - LEAP tracks and records billable hours. LEAP's time analytics can help identify areas to optimize time management. LEAP's AI assistant, LawY, addresses legal questions by analyzing case law. LEAP's Document Generator (LawY) uses historical cases and built-in templates to automate document creation including correspondence and templates.
- **MyCase** - MyCase automates document generation, email drafting, and data extraction. It also analyzes context and legal precedents to create affidavits, contracts, and other documents. MyCase's GenAI-enhanced search helps locate and retrieve important case information. MyCase also seeks to improve workflow by automatically creating tasks and events based on information extracted from uploaded documents.
- **Smokeball** - Smokeball automates billable hours tracking to generate detailed time entries. If given access, Smokeball can scan e-mail inboxes to save emails and attachments to their related cases. Smokeball also provides detailed

financial analytics for particular clients and matters. Smokeball can also help automatize intake processes and legal form creation.

- **CosmoLex** - CosmoLex is cloud-based law practice management software that integrates trust and business accounting, time tracking, billing, email & document management, and tasks & calendaring, in a single application. CosmoLex offers features like an interactive GenAI chatbot for real-time case questions, automated document drafting, and searchable medical chronologies and case timelines. However, CosmoLex is primarily a billing and accounting platform.

2. Case Outcome Prediction Tool

- **Lex Machina** - Lex Machina uses AI technology to provide case predictions. Lex Machina, offered by LexisNexis, pitches itself as providing predictions regarding the outcome of cases based on the history of the court, judge(s), lawyers, and parties involved in the matter. Lex Machina identifies the prior cases it relies on and provides visualizations to help attorneys more easily understand the information presented.

3. Contract Analysis and Management Tools

- **Diligen** - Diligen is a machine learning contract analysis tool. Diligen can match due diligence documents with contractual provisions, find specific provisions across agreements and provide contract summaries. Diligen enables automated contract drafting and clause identification. Diligen is compatible with Clio and can run its analyses on documents in a Clio system.
- **Ironclad** - Ironclad is a contract management system. Ironclad allows companies to manage their contracts throughout the entire contract cycle from drafting to expiration. Ironclad uses AI to data tag contracts, suggest redlines, flag unallowed clauses, and create a dashboard contract reporting. Ironclad offers a GenAI assistant, Jurist, capable of drafting contracts, contract clauses, redlines, and performing research on your contract database as well as legal and regulatory resources. Ironclad also offers a prompt library to help users new to GenAI to quickly become proficient.
- **Kira Systems** - Kira Systems is a machine learning contract analysis tool. Kira Systems, offered by Litera, uses machine learning to identify, extract, and analyze contractual clauses. Kira Systems can also compare data from documents with contract provisions. Kira Systems' marketing focuses largely on analyzing contracts as part of the due diligence process.

4. E-Discovery Tools

- **Everlaw** - Everlaw is an e-discovery platform that integrates AI into its research and case preparation platform to identify documents through analytics and counterarguments. Everlaw's Storybuilder uses machine learning and GenAI to

develop timelines and organize the story of the parties' dispute. Everlaw can also summarize key documents and create draft communications with verifiable citations to documents.

- **Relativity** - Relativity uses generative AI for efficient document review during the research process. Relativity uses machine learning to narrow the scope of documents that need human review before production. It also can help identify the most important documents that have been produced by opposing counsel. Relativity is also a leader in providing analytics and visualizations of discovery documents.

5. Legal Research Tools

- **Bloomberg Law** – Bloomberg Law uses GenAI and machine learning to provide immediate results for queries against both case documents and legal sources. Using machine learning, Bloomberg's Smart Code pulls case extracts interpreting both federal and state law. Among its features, it ranks each case discussion as strong, moderate, or weak to streamline research. Bloomberg also offers a Brief Analyzer which automatically checks citations, searches cited case law, and can suggest related authorities.
- **Harvey AI** - Harvey AI is a GenAI-powered legal research tool that operates as a chatbot. HarveyAI is built on OpenAI technology. However, Harvey AI also uses a separate legal database to improve its research answers. and a law firm's own work products and templates to specifically support legal work. Harvey AI also allows users and firms to upload historical case documents which its service will scan as part of its legal research and document analysis. Harvey AI is designed to assist firms with contract analysis, due diligence, litigation, and regulatory compliance.
- **Lexis+** - Lexis+ uses GenAI to search its databases, improving its search functionality. Lexis+ also offers a powerful document analysis tool that allows users to upload briefs which are then analyzed for additional authority supporting the arguments raised or authority that contradicts or may weaken those arguments. Lexis+ also offers litigation analytics, showing prior results from your particular jurisdiction and judge.
- **vLex fastcase** - Vincent AI's vLex uses GenAI search against a database containing case law, legislative information, law journals, and other secondary sources. vLex will also summarize documents, including legal documents such as contracts. For litigators, vLex uses GenAI to build timelines and suggest arguments. vLex is powered by legal sources from all fifty states and seventeen countries.
- **Westlaw Edge** - Westlaw Edge uses GenAI trained on Westlaw's KeyCites to help ensure attorneys collect the accurate sources during the research process. Westlaw Edge analyzes briefs generating a report indicating authority that may

have been missed in research or which contradicts the authority cited by opposing counsel.

6. Legal Specific LLMs

- **CoCounsel** – CoCounsel is a large language model powered by OpenAI. This product is made available by Westlaw/Thomson Reuters but is compatible with other legal service software platforms as well. This AI legal assistant tool is knowledgeable, reliable, and secure enough to support the practice of law. Cocounsel operates similarly to other LLMs but it was trained for the law. Importantly, while Cocounsel is powered by OpenAI, it has a dedicated server that does not (currently) allow OpenAI to train on the uploaded data.

7. Virtual Receptionists

- **Smith.ai** - Smith.ai is a virtual receptionist. While AI technology is not able to replace attorneys, it can replace or limit the burden on existing staff. Although the “virtual receptionist” is an actual human, Smith.ai uses AI with its chatbot features to decide how to log and route calls. Both the receptionist and chat features integrate with Clio.

This guide was prepared by members of the Law Practice Management and Technology Committee. Neither the Mississippi Bar Association nor the authors of this document endorse any of the specific tools identified herein. Instead, this guide is provided solely for informational purposes.