



ILTA WELCOME GUIDE

Accessing Your Member Benefits

International Legal Technology Association

www.iltanet.org





**An Individual Experience Packaged as
an Organization-Wide Membership**

Welcome to the International Legal Technology Association, proudly known as ILTA!

ILTA Membership is organization-wide,
meaning anyone within your Law Firm can
create an ILTA account and benefit from our
resources. Your benefits include access to:



Peer-Written Articles, White
Papers, Surveys, and Blogs



Discussion Forums (60+ online
communities)



Professional Development
(webinars, roundtables,
podcasts, and other recordings)



Directories (members, business
partners, and industry thought
leaders)



Event Discounts

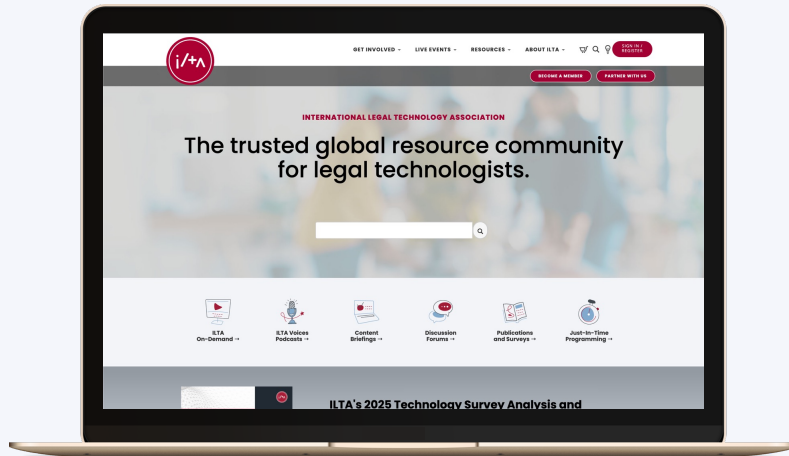


...and so much more



GETTING STARTED

Go to iltanet.org and click on the sign in/register button.



If you've forgotten your password, click [Forgot your Password](#) and then input your username [ilta.email address] to be sent a reset email.

Already have an ILTA Login?

Enter your username and password, then click "Log In."



Your username format is **ilta.your-email-address**
(e.g. ilta.johnsmith@blank.com).

 Username (ilta.youremail)

 Password

Log in

[Forgot your password?](#)

[New User?](#)

Don't know if you have an ILTA Login?

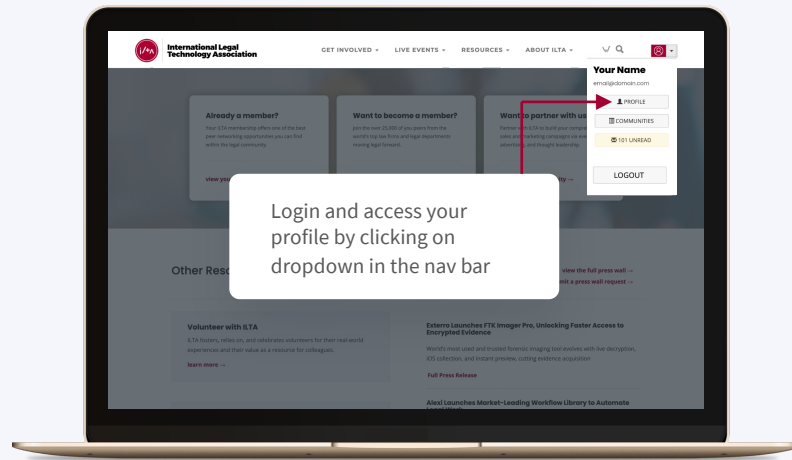
Select "New User?" and enter your details, using your organization-affiliated email address.



SETTING YOUR COMMUNICATION PREFERENCES



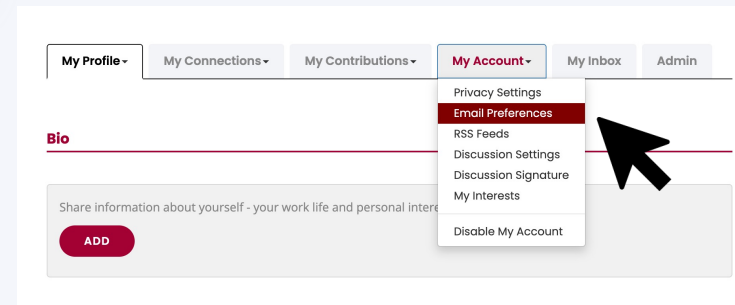
On the iltanet.org website



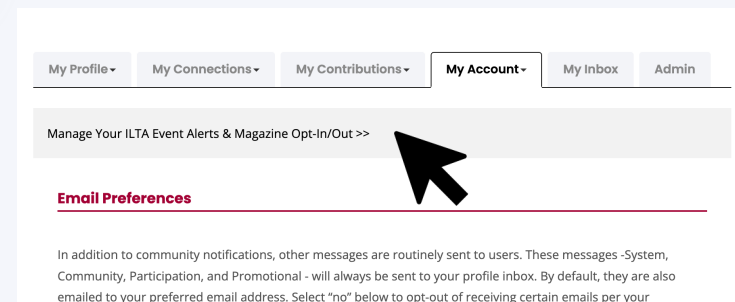
OR USE THIS DIRECT LINK TO SUBSCRIPTIONS PAGE



Click on “My Account”, then “Email Preferences”



Click on “Manage Your ILTA Event Alerts & Magazine Opt-In/Out >>”





SETTING YOUR COMMUNICATION PREFERENCES



Make any changes you want to your communication preferences.

- Checking or unchecking boxes adds or removes you from that specific mailing list
- Selecting “GDPR Opt Out” stops you from receiving communications from ILTA, but saves your subscription information in case you want to resume receiving emails later.
- Unsubscribe removes you from all mailing lists.



Click “Submit”

(It may take 1-2 days for your changes to take effect.)

How to Update Your Communication Preferences



Or watch this short video we've put together to show you the steps.

OverviewMy AddressEvent InfoSubscriptionsSpeaker Info

GDPR Opt Out

☐

Inactive

Unsubscribe

☐

Inactive

General ILTA

General ILTA Subscriptions

☒ Free Business Partner Product Briefings

☒ General Announcements

☒ ILTA Conferences

☒ ILTA Hub

☒ ILTA Volunteering Opportunities

☒ Local Events

☒ Peer to Peer Magazine

Description

- Free bi-weekly announcement of business partner products.
- General announcements for the greater ILTA community.
- Monthly ILTA Hub Newsletter.
- Announcements for opportunities to volunteer for ILTA.
- Announcements for events which are local to you.
- Announcements for the Peer to Peer Magazine and other publications.

Events

Event Information

Event Subscriptions

☐ Diversity, Equity, and Inclusion

☒ ILTACON

☒ ILTACON Europe

☒ LegalSEC Summit

☒ LegalWeek New York

☐ Microsoft Teams

☐ Women Who Lead Roadshow

Event Descriptions

- One-day event regarding DEI in the legal workplace.
- Annual August conference in the United States.
- Annual November conference in London.
- Annual multi-day security conference in the United States.
- ILTA sessions available as part of LegalWeek New York.
- One-day event on Microsoft Teams.
- Day-long hybrid roadshows throughout the year.

Education

Educational Content

Education Subscriptions

☒ Applications

☐ Artificial Intelligence

☐ Automation

☐ Best Practices

☒ Business & Financial Management

☐ Cloud

☐ Collaboration

☒ Corporate Legal Operations

☐ Data Science

☐ Diversity, Equity & Inclusion

☒ Enterprise Content Management (ECM)

☒ Future Focused

☐ Global Perspectives

☒ Help Desk & User Support

☐ ILTA Governance

☐ IT Operations

☒ Information Governance or Compliance

☒ Knowledge Management & Search

☐ Law Firm and Client Relationships

☐ Leadership & Professional Development

☐ Legal Service Delivery

☒ Litigation Support or eDiscovery

☒ Marketing & Business Development

☐ Mobility

☐ New to Legal

☒ Practice Management & Practice Support

☐ Remote Working

☒ Security

☐ Social Media

☒ Technologies

☐ Testing

☒ Training

Sample Content Links

- Sample Applications Content
- Sample Artificial Intelligence Content
- Sample Automation Content
- Sample Best Practices Content
- Sample Business & Financial Management Content
- Sample Cloud Content
- Sample Collaboration Content
- Sample Corporate Legal Operations Content
- Sample Data Science Content
- Sample Diversity, Equity & Inclusion Content
- Sample Enterprise Content Management (ECM) Content
- Sample Future Focused Content
- Sample Global Perspectives Content
- Sample Help Desk & User Support Content
- Sample ILTA Governance Content
- Sample Information Governance or Compliance Content
- Sample IT Operations Content
- Sample Knowledge Management & Search Content
- Sample Law Firm & Client Relationships Content
- Sample Leadership & Professional Development Content
- Sample Legal Service Delivery Content
- Sample Litigation Support or eDiscovery Content
- Sample Marketing & Business Development Content
- Sample Mobility Content
- Sample New to Legal Content
- Sample Practice Management & Practice Support Content
- Sample Remote Working Content
- Sample Security Content
- Sample Social Media Content
- Sample Technologies Content
- Sample Testing Content
- Sample Training Content

Europe Special Interest Groups (SIGs)

SIG Information

Europe SIG Subscriptions

☐ ILTA Women in Legal Tech Network

☐ IT Education & Training SIG

☐ Knowledge Management SIG

☐ Litigation SIG

☐ Projects/Business Analysts SIG

☐ Security SIG

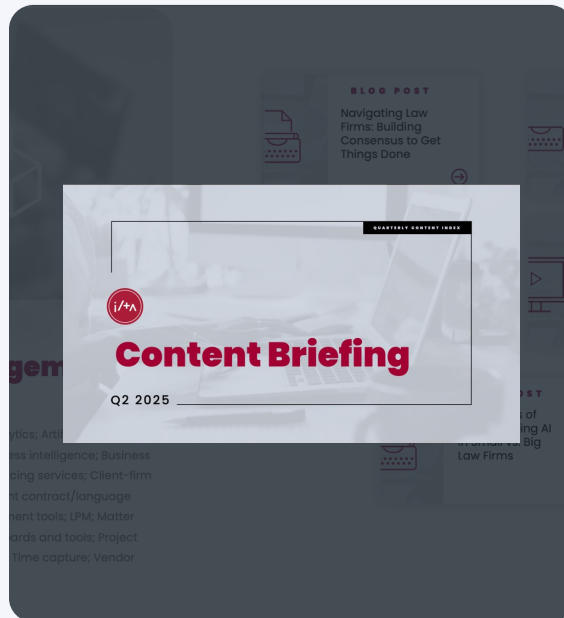
Description

- ILTA Women in Legal Tech Network
- IT Education & Training SIG
- Knowledge Management SIG
- Litigation SIG
- Projects/Business Analysts SIG
- Security SIG

Submit

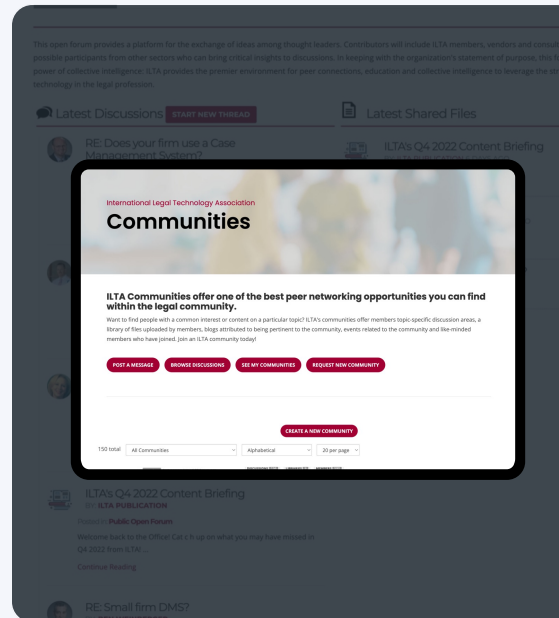


3 benefits to check out now.



Content Briefings

Clickable and shareable PDFs, organized by content type (blogs, podcasts, publications, and webinars) and curated on a quarterly basis.



Online Communities

Online forums where you can find solutions to current challenges, topic-specific discussions, a library of files uploaded by members, blogs, and like-minded individuals.

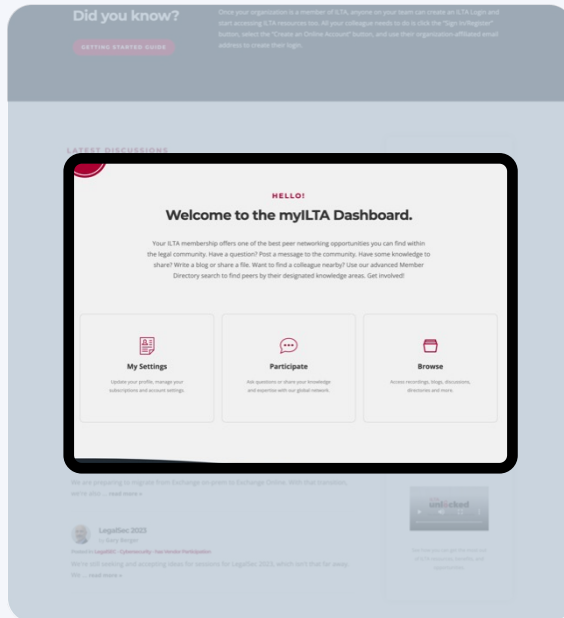


Publications

Peer-written articles focused on educational content, industry thought-leadership, thought-provoking topics, case studies, interviews, deep dives, surveys, and more.

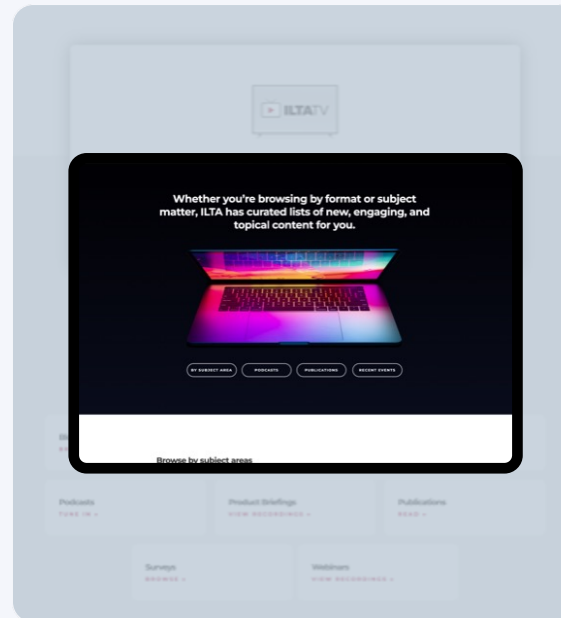


And pages to bookmark.



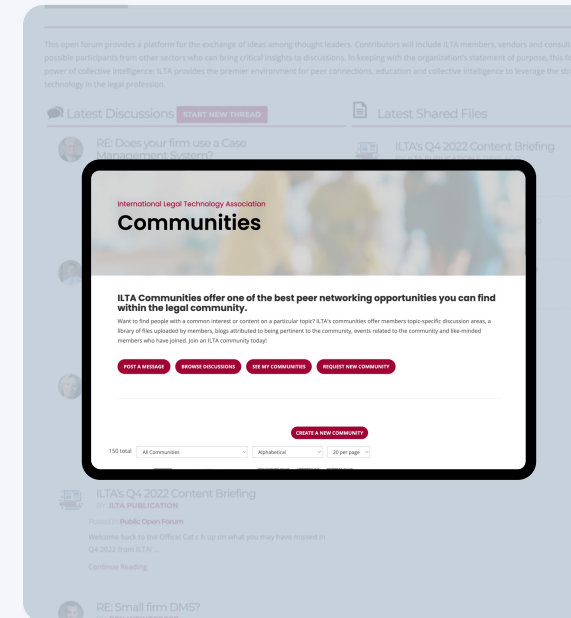
Member Dashboard

www.iltanet.org/members-only



ILTA On-Demand

www.iltanet.org/ioc



Online Communities

www.iltanet.org/communities



Other Licenses and Certifications

Search by keyword

Contact Role with ILTA

☐ Billing Contact

☐ Primary Contact

Knowledge and Endorsements

☒ Search for ANY of the selected values ☐ Search for ALL of the selected values

☐ Application Interfaces & Deployment

☐ Information Governance/Compliance

☐ Applications

☐ Infrastructure Technologies

☐ Business & Legal Process Improvements

☐ IT Operations

☐ Business Intelligence

☐ Knowledge Management & Search

☐ Cloud

☐ Leadership/Professional Development

☐ Corporate Legal Operations

☐ Building

☐ DR/BC Technologies

☐ Legal Project Management

☐ Enterprise Content Management

☐ Litigation Support/eDiscovery

☐ Financial Management

☐ Marketing & Business Development

☐ Future Technology

☐ Mobility

☐ Help Desk & User Support

☐ Online Client Services / Client-Facing

☐ Practice Management & Practice Support

ILTA Volunteer Interests

☒ Search for ANY of the selected values ☐ Search for ALL of the selected values

☐ Create and/or edit podcasts

☐ Participate in a Focus Group

☐ Create curated content digests

☐ Promote ILTA

☐ Create templates, standardized documents, and policies

☐ Serve on a committee

☐ Develop a pre-recorded webinar

☐ Serve on a task force

☐ Develop and coordinate a live (digital) event

☐ Share ILTA content

☐ Help with user assisted testing for technology enhancements

☐ Social media

☐ Host a local meeting

☐ Speak at a conference

☐ Join a project team

☐ Video production

☐ Locate speakers for webinars and/or local events

☐ Volunteer

☐ Moderate a digital event

☐ Write

☐ Moderate a roundtable

☐ Write

☐ Participate in a Focus Group

GETTING STARTED

Connect with peers across the globe.



Member Directory

www.iltanet.org/network/members



Sponsor Directory

www.iltanet.org/sponsor-directory



Use the Advanced Search Function to filter by location, interests, and knowledge and expertise!



GETTING STARTED

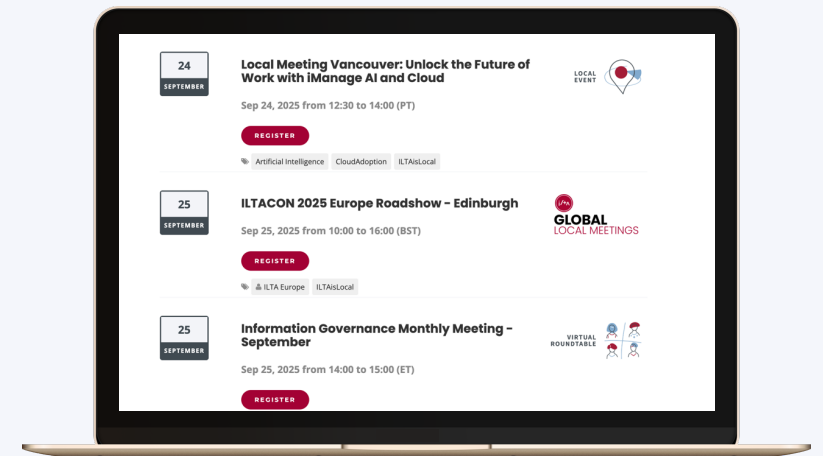
Attend a Networking Event, Webinar, or Virtual Roundtable for FREE

Tune in to a Product Briefing, educational webinar, or rich discussion around the latest trends in the industry. We regularly produce these types of events to meet our members needs, areas of interests, and challenges.

You receive free access to these events with your membership!

See all upcoming events

www.iltanet.org/calendar





Interested in learning more?

Contact membership@iltanet.org

