Contract Management Overview

Quorum allows companies to customize a standard, auditable contract management process to ensure compliance and control over contract administration.

Efficient, Accurate, and Auditable

Manage all business functions related to contract management with automation, streamlined workflows, increased document visibility, and improved security.

- Enhanced security and audit capability
- Increased collaboration and accountability
- Greater flexibility to support business requirements

Maximize Efficiency and Performance

Automation & Robust Workflows

Manage the entire contract lifecycle with automated processes and model your business in one system.

- Define unique workflow tasks for your organization to approve and execute contracts and specify the individuals or roles responsible for completing those tasks.

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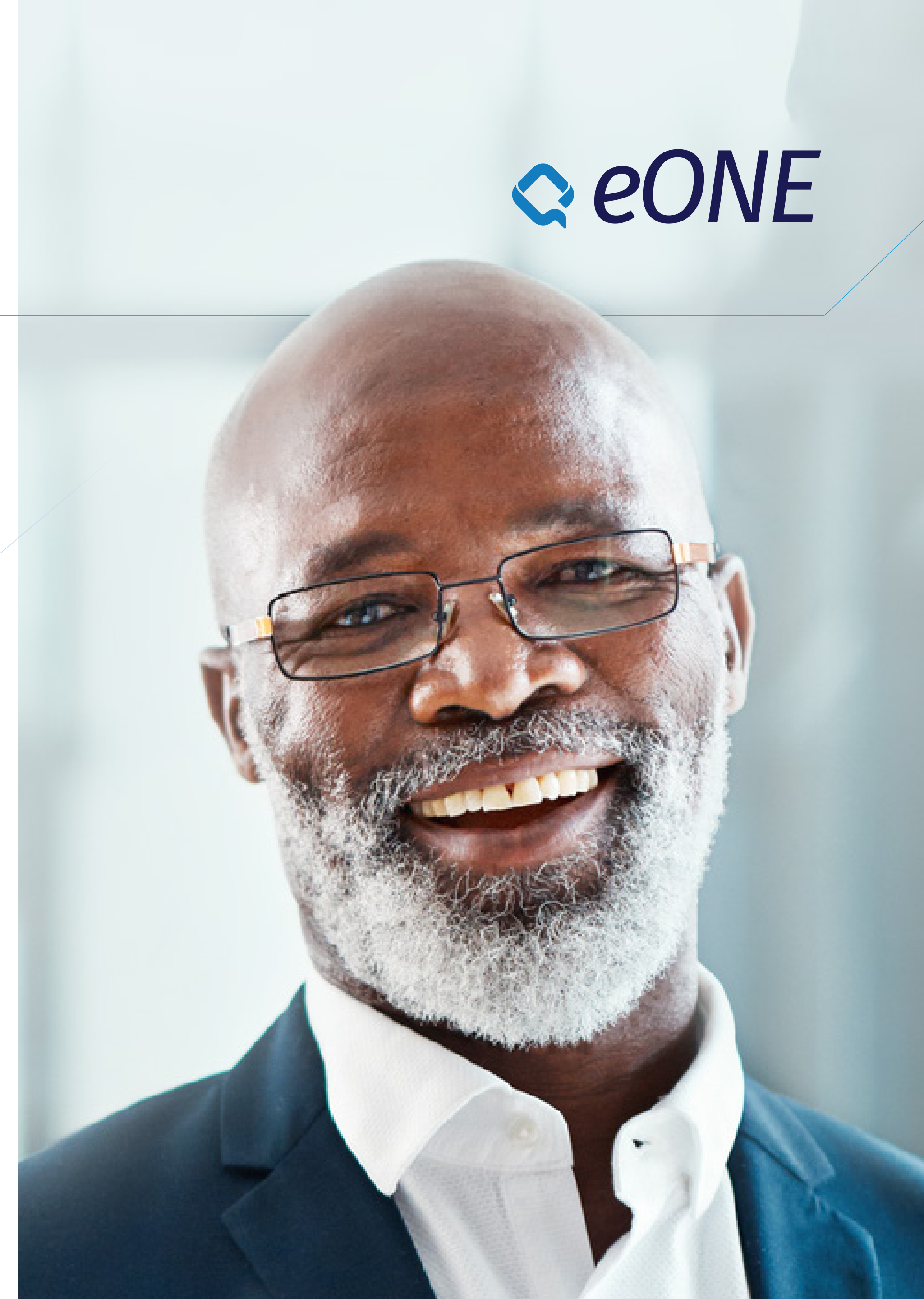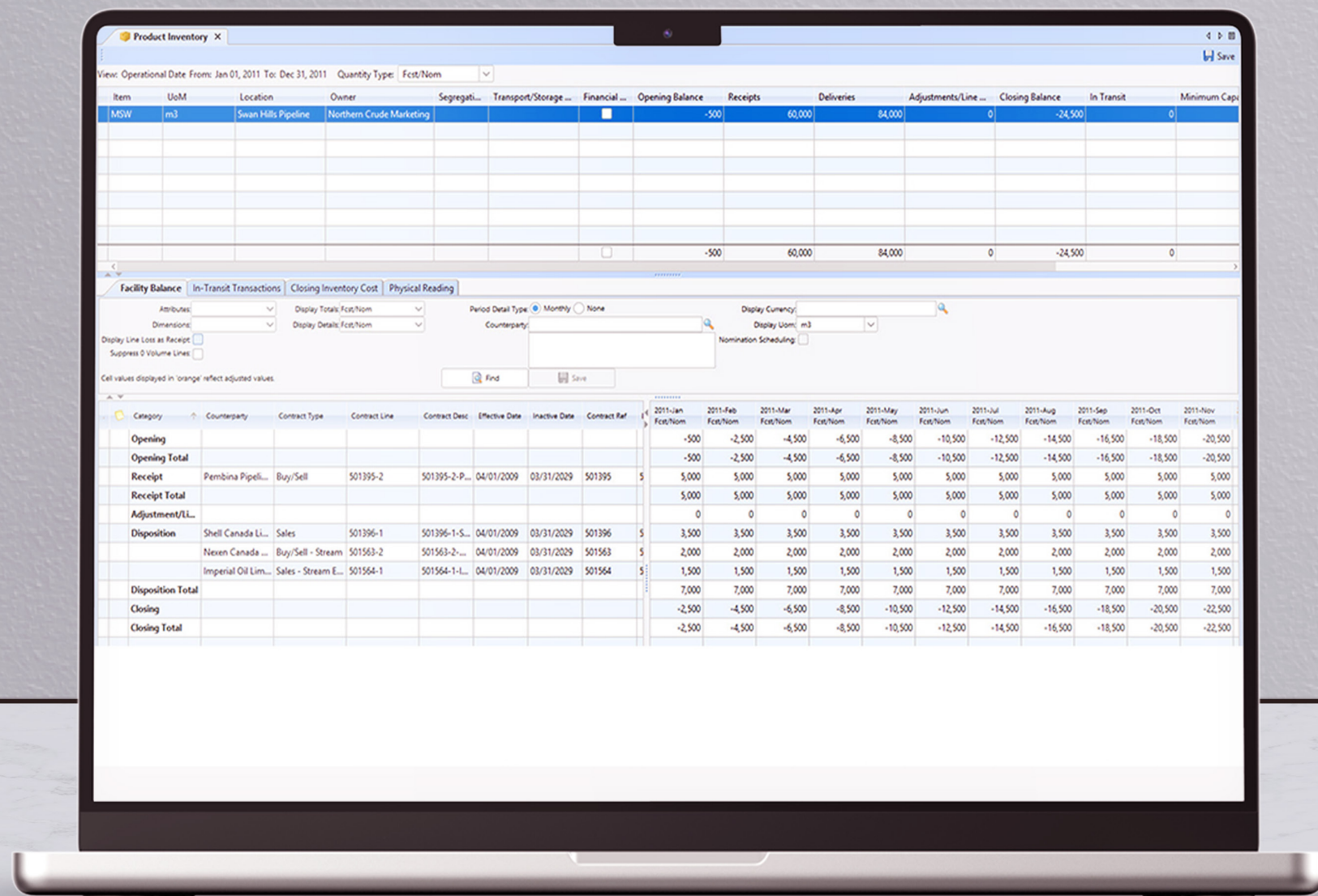
- Automatically generate workflows when a contract is entered.

- Easily view and execute your assigned tasks using the Workflow Task Panel.

- Automatically send notifications to the next user in the workflow process.

- Manage the content of email notifications with a configurable template.

- Execute contract approvals with clear visibility of current contract statuses and all contracts moving through the contract workflow process.

Document Management

Increased visibility and better accessibility to contracts and supporting documents.

- Upload and view documents attached to contracts, assets, and stakeholders, and the transactions they support.

- Customize contract format with company branding and easily maintain contract terms and conditions clearly.

- Faster processing through digital signature triggers during the execution stage.

Security and Auditability

Improved security and accountability throughout the entire contract approval process with full audit trail of changes.

- Better control over contract revisions and approval process through role-based task assignments.

- Review all contract revisions through an easily accessible audit tab, including external email of the contract.

- Ensure validation process is completed prior to sending with 'Draft' watermarks and digital signature controls.