



Risk Scoring Agent Quick Start Checklist

Your step-by-step guide to configuring and using LinkSquares Risk Scoring Agent effectively.

1. Name Your Risk Factors Clearly

- ☐ Use brief but descriptive names
- ☐ Avoid jargon unless necessary
- ☐ Make names intuitive for non-legal stakeholders

2. Write Clear Risk Definitions

- ☐ Avoid mixing unrelated risks into a single definition
- ☐ Keep definitions concise and unambiguous

3. Set Weighting for Impact

- ☐ Start with "dealbreaker" risks; assign highest weight
- ☐ Work down to lower-impact risks
- ☐ Ensure weights are proportional to real-world business impact

4. Assign Access with Intention

- ☐ Limit scoring access to trained users (legal, procurement, compliance)
- ☐ Define guardrails for when low-risk scores can skip legal review

5. Integrate into Your Contracting Process

- ☐ Document where Risk Scoring fits in the workflow (pre-review, redline triage, ongoing monitoring)
- ☐ Customize factors for different contract types
- ☐ Establish a review schedule, minimum annually, to revise your risk definitions



IDENTIFY

QUANTIFY

PRIORITIZE

CONTRACT RISK

with LinkSquares Risk Scoring Agent

[Learn more](#)

