



# BEST PRACTICE IS ABOUT HAVING MORE BILLABLE MINUTES IN EVERY DAY.

## INFINITYLAW

*Infinitylaw* is a highly featured and fully integrated legal accounting, management and marketing system, customisable in many areas to fit the particular needs of your firm and individual users.

### How your firm can benefit

#### Infinitylaw Modules

Time recording  
Client Information  
Document Management  
Telephone System  
Workflow  
Extranet  
Trust Fees and Cost Ledger  
Mortgage Ledger  
Firm Accounting  
Client Relationship Management

#### Making better use of fee earner's time

Use *Infinitylaw's* high productivity tools to enter and access information with minimum effort to help reduce workload, increase productivity and time recovery.

#### Quality Management

Workflow management of matters, automatic to-do list reminders and critical task escalation to improve productivity and quality of service to clients.

#### Controlling partner risk

Conflict of interest control, automatic to do lists, critical task escalation and daily advice on key practice performance indicators help you as a partner monitor your firm's operation and your personal risk.

#### Growing your client base and fees

Use Client Profiling and Client Relationship Management to market your legal services to targeted individuals and organisations, to increase work from existing clients and gain new clients. Referred-by reporting helps ensure fee earners are generating sufficient new business.

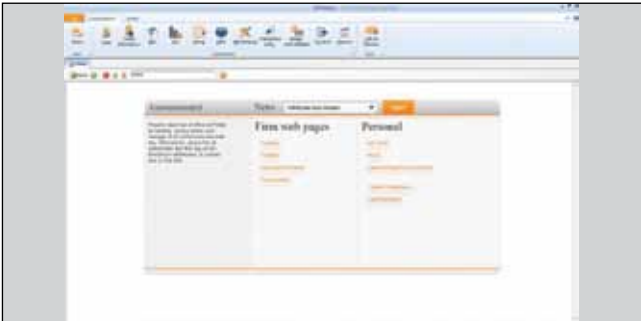




## INFINITYLAW

## Searching is flexible and streamlined.

1

**Client Information**

Fast access to all client and matter information. Using your mouse or keyboard you can find, display, print and email client information.

2

**Author Dashboard**

Time Recording Designed for speed and ease of use the Author Dashboard module provides sophisticated time recording that includes multiple automatic clocks and integration with the telephone system that can significantly improve the capture of chargeable time. Matter budgets, matter notes, and expense charging from within time recording improves productivity and saves wasted time. Time can be recorded before clients and matters are created.

3

**Precedent Explorer**

A central repository for your firm's precedents with search capabilities. Select a precedent from the precedent explorer (which integrates with Softdocs) for fast creation of documents with options to electronically sign, email as Word or PDF files, and save.

4

**Mobile access for work on the go**

Record your clients matter straight from your mobile device, which will sync with InFINITYLAW. Wherever you are, you'll be able to record time, update your client's file, register activity details and more.

