



Take advantage of the tools designed to improve productivity of your law practice

“There are two types of lawyers,” said an international IP lawyer. “Lawyers who run their firms as businesses and those who have jobs disguised as legal practices.”

Like it or not a law practice is a business. The most profitable lawyers understand the importance of efficiency in running their law firms – doing more in less time. They also understand how crucial it is to capture all of the time spent on client files, and then billing and collecting for that time.

Organization is the key to running a successful firm, and the key to staying organized is leveraging technology designed for lawyers.

PRACTICE MANAGEMENT

Practice management software is the best possible tool for having a better organized, more productive law firm. It integrates all of a firm's practice information into a single, easy-to-use system.

There are many benefits, ranging from capturing more billable time, through improving firm members' collaboration efforts, to providing better client service. Perhaps the greatest benefit is that it puts you in control of your practice so you sleep better at night.

A complete practice management system such as Amicus Attorney or Amicus Cloud gives you tools that integrate with your existing billing, document, and time management tools, and provides unparalleled visibility and control over both the professional and the business sides of your law practice.

EFFICIENCY INCREASES PRODUCTIVITY

Amicus Attorney puts the information you need always at your fingertips, so you don't waste time looking for it. And when you start to work with that information, Amicus is working too. Its practice automation features range from big things like automatically drafting documents to little things like increasing the priority of tasks as their deadlines approach.

Link together tasks, events and documents necessary for a transaction, and then save them as a precedent for instant application to a new file the next time a similar transaction arises. Files that need billing are automatically identified – as are clients who are late in paying. You can also automate the process for file intake.

Amicus begins your day with a Daily Report that brings to your attention many helpful things that make your practice run smoother. Working more efficiently is great when you are also paid for it. Capturing your billable time – completing your time entries – is something that most lawyers agree is not fun.

So Amicus helps with this too. Amicus does a time entry. When a phone call, email or an appointment is finished, Amicus reminds you to record the billable time. The same is true for when you mark a task as complete.

Amicus integrates fully with your Outlook, so it knows every email you have sent or received that has not had a time entry made for it, and lets you know. At the end of the day simply look at the list, and record your time with a single click. If you forget, the next morning Amicus Daily Report will tell you about any items you forgot to bill.

Amicus Attorney also has a range of business development tools that help you deliver fast and responsive client service – the essential aspect to building your practice.

RISK MANAGEMENT

Limiting your risk can affect your productivity, so Amicus Attorney features are designed to reduce risk. That's why many malpractice insurers discount the premiums of lawyers who use it.

Unequaled conflict searches, limitation tracking, communication records and deadline management all contribute towards ensuring your practice is completely under your control.

Amicus Attorney is available as a desktop solution, a cloud solution, and as a desktop/cloud combined solution. Choose the best version for your firm's size and needs.

Amicus Attorney is the only complete practice management software that helps legal professionals organize matters, streamline time and billing, and provide better client service.

Amicus Attorney – Do more, bill more, go home early.

For more information and a free trial of Amicus software visit www.abacusnext.com



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