Legal Management System

Current Business Scenario

- Operations of Law Firms are managed manually and/or in an unorganized way, thus requiring a lot of paperwork & managing/maintaining Files & Folders, and some through emails, resulting in poor user experience

- Law Firms deal with a huge client base, however are entirely dependent on the physical office & trained staff

- Managing day-to-day interactions with stakeholders is tedious

Key Challenges

- Managing Huge Clientele, its' Records, Database, Hearings, Etc.

- Dependency on Existing and Trained Staff to Manage Operations

- Delayed Inputs and Decisions from Clients due to Improper Communication Tools

- Mismanagement Within the organization due to Improper Workflow

- Sharing Multiple & Revised Quotations for Multiple Offerings to the same client

- No Systematic Documents Storage

- Staff Members Unable to Prioritize Tasks, Workflow, Deliveries & Turn-Around Time due to Lack of Proper Information

- Absence of Updated Online Database

- Internal & External Communication Gaps

- Unable to Maintain Track Record Of Clients' Payments

- Managing the Firm's Financial Data is another and a major concern, as Practice Management, Time & Billing, and Accounting is not integrated with each other

Solution Offered

- A User-Friendly Online Interface to Manage and Streamline the Workflow and Priorities of a Law Firm

- Robust Client Management System to Maintain and Manage Large Clients and their Databases

- Ease-of-Access to Centralized Repository through Cloud Hosting

- Record, Track & Maintain Client's Planned/Held Calls, Meetings and Updates

- Share Updates related to Cases, Hearings, Activities, Etc.

- Assign, Manage and Track the Activities and Tasks Allotted to the Staff

- View Notifications, Track Timeline of Activities, Manage Your Time and Billable Hours

- Maintain End-to-End Records of Client's Paid and Unpaid Transactions

- Proper Accounting of Billable and Non-Billable Task/Hours and Direct Invoicing through the system

- Uploading & Downloading of Documents through Client Portal, thus Maintaining An Online Database

Benefits

- Proper Workflow Management with combination of Case Management, CRM and Finance & Accounting Modules
- Timely Notification for the Users in the System

- All Notifications & Updates Available, and Properly Channeled to the Clients
- User Security with Role-Based Access
- Data Protection from Unauthorized Access