

Squeezing the Pips - The challenge(s) and benefits :

**Are you maximising IT advantage and making & saving money from IT ?**

Enabling time recording, for example, can add up to 15% p.a. to the bottom line.

**Many lawyers, including the first lawyer R&B advised in 1994, have found that the time recording discipline, complemented by the facility to accurately record, can increase revenues by up to 30%. Employees, as well as managers & partners, can often find it easier to justify the bills they are charging with such support.**

How many of your staff use case and / or document management systems ?

**A smallish firm, I knew of in Ireland, found that - two years after installing case management for litigation work - they were handling twice the volume of work with the same resources ( a fact noted in a Law Society audit ). No surprise then that their non contentious colleagues subsequently decided to use the technology.**

Do you still have a one to one or more secretary to fee earner ratio ?

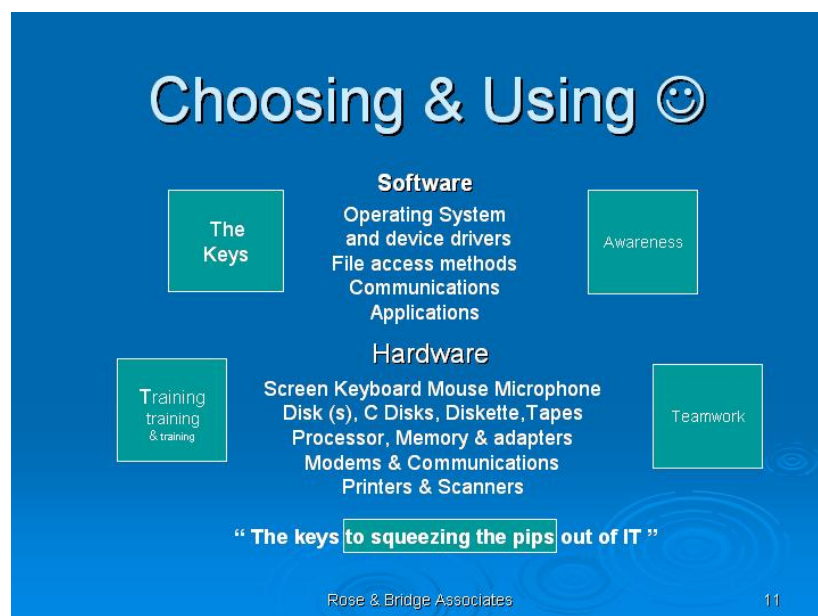
**Digital dictation can free up resources and speed internal turn-round of work.**

How much of your time is spent answering queries and how often do you have to ring someone back ?

**Making information available to clients and third parties, via the internet or text messages can improve service & satisfaction and reduce the number of queries.**

Do you have a single diary system to handle appointments, resources and tasks ?

**Global available common diary systems can reduce the time and effort taken to access disparate sources, as too can unified messaging and intranet systems.**



Hardware & communications - legal applications & benefits and how to realise them !