

LIneTime Practice management



Software
beyond
expectations

Your search for the ultimate in financial control has just ended...

As legal practices face new challenges in an increasingly competitive market, high quality management information has become the currency of business success.

Liberate Practice Management will ensure that your organisation maintains a leadership position by efficiently controlling every aspect of your financial practice management whilst meeting stringent compliance protocols.

By delivering crucial financial insights, *Liberate* Practice Management will help you engender a results-orientated, high performance culture to maximise your profitability. This in turn provides your practice with the agility to leverage opportunities that will sustain your growth strategies.

If you've been looking for the ultimate in performance, reliability and user-intuition, your search has just ended.

"...by efficiently controlling every aspect of your financial practice management."



Software that integrates perfectly into your team

Seamless integration into leading office productivity software including Microsoft Outlook, Word and Excel enables *Liberate* Practice Management documents to be printed or emailed effortlessly, maximising the time within your practice to focus on core, income-generating activities.

Liberate Practice Management's *Fee Earner Desktop* brings together and simplifies the key non-fee earning activities. Automated time recording and billing, with three levels of conflict search and electronic cheque requisition, are some of the features that reduce the administrative burden.

The ability to drill down to highly detailed levels of financial data is the salient feature that can become one of the cornerstones of a successful law practice.



Time is most definitely money

Unlock the true potential of your organisation through the competitive advantage that lies in your people. *Liberate Practice Management's Time Recording* facility effectively manages your fee earners by capturing their time in a number of methods, one of which will suit you perfectly. Time can be recorded by on-screen clock, by applying standard document charges or by manual input all using fee earners' multiple billing rates where appropriate. Automatic monitoring and alerts mean you'll never miss a time sheet again.

Through the streamlining of these processes, captured time is automatically converted into bills, which are then posted into your accounts, without the need to re-enter.

Fee-earners, subject to their pre-defined security levels, are guided through a bill template and prompted to allocate or reassign profit costs and include disbursements as required. Multi-matter billing enables composite bills to be easily created, and both bills and statements can be generated to pre-agreed schedules that suit your client.

Chargeable and non-chargeable time can be analysed by fee earner, matter type and department, and inefficiencies identified and acted on. If you don't know the answer to the question 'How much time do we lose through inaccurate or incomplete time recording?' then *Liberate Practice Management* is for you.

"...captured time is automatically converted into bills..."



Sophisticated businesses demand sophisticated solutions

At the heart of *Liberate Practice Management* is a *Ledger* set complete with aged debt, cash flow forecasting and budgeting tools. The flexible and comprehensive nominal ledger produces full P + L, Balance Sheet and TB reports on demand by cost centre, branch or practice, putting you firmly in control through accurate accounts management at all levels.

The *Bank Reconciliation* feature is the most advanced on the market enabling most high street bank statements to be automatically reconciled whilst observing your practice's financial protocols.

Positive cash flow is the lifeblood of any business and is crucial to the future prosperity of your organisation. *Liberate Practice Management's Credit Control* application gives you the tools to enhance your cash position by triggering a sequence of accurately addressed, timely reminders by means of letters, statements, emails and memos. Prompt payment avoids bad debt. Accurate client profiling creates predictability by applying customised procedures to specific clients, whilst also providing a bedrock of vital intelligence for future forecasting and risk management evaluation.

Liberate Practice Management's Client Interest Calculator keeps you abreast of individual's or enterprise-wide exposure by matter, client or matter groups, with the option to post the interest automatically to the relevant ledger, heightening your finance teams' efficiencies and client satisfaction.

Profit from your intellectual capital

Accurate business intelligence enables you to redefine past experiences and reshape them into the opportunities of tomorrow. Through the 190 standard reports available to you in *Liberate Practice Management's Reporting* facility you can generate specially tailored and scheduled reports to meet an individual's

requirements. Incisive analytics provide penetrating insights into your business, thus empowering each person to take rapid action whilst encouraging enterprise-wide collaboration.

The route to management success is both varied and unpredictable. With our

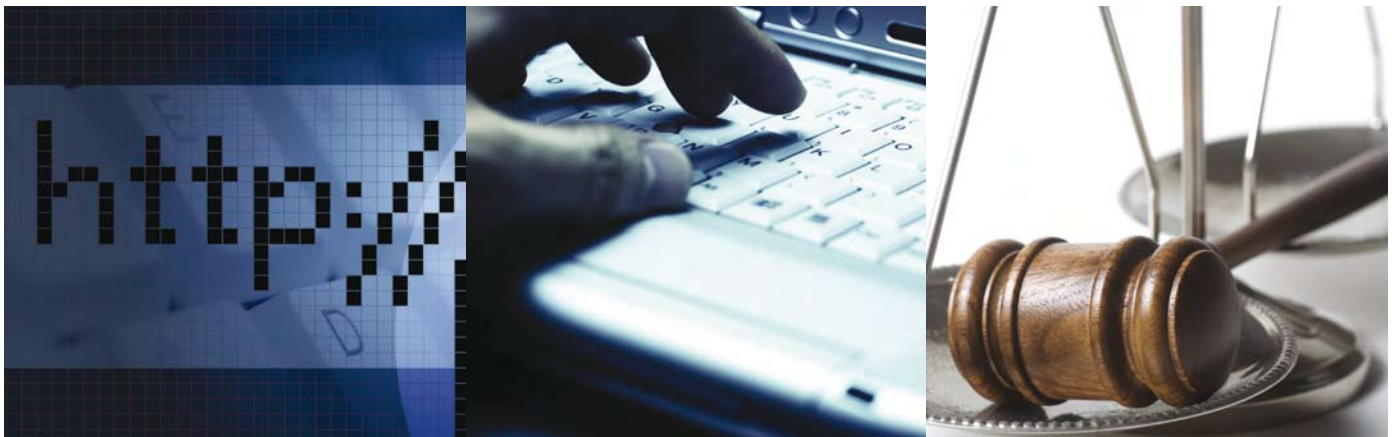
optional *Key Performance Management Portal, Liberate Business Intelligence*, you will be able to generate authoritative overview information, examine trends and deliver pertinent KPIs giving rise to confidence in your practice's future performance.

Complete compliance

Rigid compliance is upheld with *Liberate Practice Management*. The Law Society Solicitors Accounts and Deposit Interest rules are adhered to. The Legal Services

Commission CDS and CLS are both supported. Compliance Officers can ensure that money-laundering checks have been completed and properly

recorded. *Liberate* also tracks the bank reconciliation five-week sign-off period ensuring total compliance.



Total flexibility, complete support

Your organisation can utilise *Liberate Practice Management* for as many or as few users as you require. Flexible licensing options from national licensing arrangements to individual site licenses

mean we have a package that's precisely right for you. This guarantees that *Liberate Practice Management* is an investment for the future prosperity of your business.

We offer our users full support every step of the way – from installation, training, consultancy and on-going maintenance.

Linetime

What our customers say



"**Liberate** is the industry's foremost accounting system and also has the most flexible management reporting I have ever seen."

Tim Bennett
Partnership Secretary
Hay and Kilner Solicitors

Profitability is greatly improved by using online billing. Being able to bill directly from the matter means that our fee-earners create bills themselves – there's no dictation and no secretary in the mix. The Linetime system also records billable hours per day, so we have a granular view of profitability. This helps teams and individuals stay on track, and removes the possibility of surprises at the end of a month/quarter/year!

Julia Whittaker
Chief Executive
Wilkin Chapman Grange

"... the best and most comprehensive legal software on the market, from a highly professional outfit providing excellent software support."

Bruce Faulkner
Partner
Rogers and Norton Solicitors



Software beyond expectations

We believe that the best way to fully appreciate the power of this exceptional resource is to see it for yourself. Nothing could be simpler – just call us now on 0113 250 0020 to arrange a personal demonstration and you'll soon be on the road to total efficiency, measurable results and predictable success.

The *Liberate* legal software suite is a comprehensive portfolio of scalable modules that exist to revolutionise the success of legal practices. *Liberate* has been developed holistically on a single Microsoft SQL server database. Linetime's commitment to the .NET framework facilitates integration with third party technologies.

The portfolio of *Liberate* applications also include:

- **Practice Management**
- **Case Management**
- **Matter Management**
- **Debt Recovery**
- **Document Management**
- **Practice Performance**
- **Contact Marketing**
- **Online Case Tracking**

Liberate has been developed by Linetime, the UK's leading provider of robust and proven software solutions to the legal profession.

Our business is founded on total quality thus enabling us to continually exceed our customers' expectations.

Continuous innovation and an exceptional ability to listen and act upon customers' needs, has culminated in the *Liberate* legal software suite being ranked Number One in the Law Society Software Solutions Guide. This outstanding result is based on independent market research. It is testament to the remarkable attributes of the *Liberate* legal software suite. Call us now and let us help you become Number One too.



Linetime Limited,
Moorfield House,
Moorfield Close,
Leeds, LS19 7YA
Tel: 0113 250 0020
Fax: 0113 250 0524
www.linetime.co.uk
info@linetime.co.uk