



LexisNexis Firm Manager™

April 28, 2011

About LexisNexis Firm Manager

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- LexisNexis Firm Manager has been designed specifically for law firms of 1-5 attorneys, and their staffs
- Web-based, secure practice management system that keeps attorneys and their firms organized and on-task
 - NO ANNUAL CONTRACT REQUIRED
 - Introductory price: \$44.95/mo per user
- Firm Manager can be used by desktop, laptop or mobile device, and also synchronizes with Outlook
 - Requires no special hardware or software – only Microsoft Silverlight plugin
 - Special mobile site for Blackberry, iPhone, Smart Phone, iPad
 - Works with Outlook 2007 or 2010 – syncs both ways so you see the same view

Firm Manager has been designed to address:

- “I need to manage my legal practice like a business—track billing, prospect leads, minimize malpractice risk and economize effort spent per case, and minimize the risks to my practice—financial risks, privacy risks, security risks.”
- “I’m on the go—so my practice management system needs to be wherever I am, whenever I need it.”
- “Whatever practice management system I use needs to be inexpensive, trustworthy and reliable.”
- “I don’t want to take time learning complex computer skills. I want an easy-to-use system for getting my work done.”
- “I want to leverage all the facts in order to best represent my client.”

Features

- Dashboard View of Your Practice – Stay focused on what needs to be done right now, and the big picture
- Matters – Manage everything related to a specific case or action, including associated client details, bills, time and expenses, documents and messages. Gather all the information important to your Matters into one place
 - Build your own intake form, so Firm Manager fits your firm and your clients
 - Conflict of Interest Search – Undiscovered conflicts of interest can be embarrassing and even costly. Magellan uses powerful search technology to review all existing records
- Time and Expense Tracking and Management –Track by matter and/or client. Timer prompts you to record the appropriate time entry whenever you click “stop.”
- Contacts – Know which people you need to contact and where to contact them, wherever you are
 - Client Intake – Understand how you acquire new clients, and organize details on new and prospective clients. Record relevant details including how they came to you, what their needs are, and how you can best help them
- Calendar and Tasks –See your appointments, meetings, tasks and deadlines. Know what you need to do and where you need to be. Delegate and track tasks, and invite others to your meetings. Can be synchronized with Outlook
 - Alerts and Notifications – Built-in notification and reminder system provides Daily Digest e-mail as well as on-screen display alerts about events and changes in matter status.

Firm Manager Tour

Dashboard – Home Page

LexisNexis® Firm Manager^{Beta}™

Hello, Audrey | Admin Tools | My Profile | Learn Now | Contact Us | Community | Sign Out

00:00:00 | Global Search

Home | Contacts | Matters | Calendar & Tasks | Memo | Time & Expense | Files & Documents

Appointments

February - 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
6	30	31	1	2	3	4
7	6	7	8	9	10	11
8	13	14	15	16	17	18
9	20	21	22	23	24	25
10	27	28	1	2	3	4
11	6	7	8	9	10	11

- Daily Staff Meeting: Case... 11:30 AM-12:00 PM
- Monday 2/21/2011
 - Daily Staff Meeting: Case... 11:30 AM-12:00 PM
- Tuesday 2/22/2011
 - Daily Staff Meeting: Case... 11:30 AM-12:00 PM
- Today (Wednesday 2/23/2011)
 - Daily Staff Meeting: Case... 11:30 AM-12:00 PM
 - Family Court 2:00 PM-5:00 PM
- Tomorrow (Thursday 2/24/2011)

Tasks

Upcoming | Overdue

- Due Saturday 2/26/2011
 - Write up weekly status update for Ed Leung on matters

Matters

ID	Name	Client
2011-20002	Magellan Trademark	Leung, Edward
2011-0012	Able v. State of Florida	Able, Barry
2009-0078	Leung Incorporation	Leung, Edward
2011-1019	Brown vs Key Firm	Brown, Vivian
2011-0106	Kersz Klothes v Smith - Slip & Fa	Smith, Robert H

Memos

- Yesterday (02/22/2011)
 - Leung, Edward sign incorporation papers 4:05 PM
- Wednesday (02/02/2011)
 - Lincoln, Joseph Schedule lunch 1:55 PM
- Tuesday (01/18/2011)
 - Susan Jackson Smith Jeremy Jackson Probate 1:33 PM
- Monday (01/17/2011)

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My Profile – Review Settings, Access Setup Asst

Setup Assistant

Welcome Audrey,

Congratulations on subscribing to Firm Manager™. You have arrived at the Setup Assistant to help get you started. We recommend that you use this tool to help you with some initial setup, including importing matters, contacts, and documents, setting up billing, and other items.

Although we believe that using the Setup Assistant at the beginning is the right choice for most, advanced users can skip the Setup Assistant, and configure Firm Manager through the Admin Tools and My Profile areas of the product. You may also always come back to the Setup Assistant at any time through the My Profile tab at the top of the Firm Manager page.

However you choose to set it up, Firm Manager will quickly help you:

- Organize your time and information on all of your firm's matters, clients and contacts
- Make your documents and other information available to you anytime, and just about anywhere!
- Capture more time and expenses
- Be more responsive to your clients
- Know that your information is stored securely and safely by LexisNexis®

Get started now:

Start → Users → Contacts & Plug-ins → Matters → Files & Documents → Billing Setup → Setup Complete

[Skip Setup](#) [Continue](#)

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Matters Centralize Information

The screenshot displays the LexisNexis Firm Manager Beta web application. The main content area shows the details for a matter titled "Able v. State of Florida" (ID: 2011-0012). The primary client is listed as "Able, Barry". The engagement agreement is signed, and the matter is active. The description of the matter is "Barry was hit by a state vehicle". The client goal is "Recoup medical expense and compensation for pain and suffering". The practice area is "Default Litigation Practice Area".

On the right side of the interface, there are three panels:

- Upcoming Appointments:** Shows an appointment for "Tomorrow (Thursday 2/24/2011)" at "10:30 AM-12:00" for "Able Deposition".
- Upcoming Tasks:** States "There are no upcoming tasks attached to this Matter."
- Overdue Tasks:** Shows two overdue tasks: "Mediation Prep" due on "Friday 2/4/2011" and "Order medical records for Sheila..." due on "Friday 2/18/2011".

The footer of the page contains the following text: "About LexisNexis | Privacy Policy | Terms & Conditions | Copyright © 2011 LexisNexis, a division of Reed Elsevier Inc. All rights reserved." and "Build 1.0.0.50001".

Conflict of Interest Protocol Records Results

The screenshot displays the LexisNexis Firm Manager Beta interface. At the top, the user is logged in as Audrey, with navigation links for Admin Tools, My Profile, Learn Now, Contact Us, Community, and Sign Out. A global search bar is also present. The main navigation bar includes Home, Contacts, Matters, Calendar & Tasks, Memo, Time & Expense, Files & Documents, and My Profile. The current matter is 'Able v....'.

The main content area shows a table of Conflict of Interest Protocol Records. The table has columns for Files &..., Contact, and a date. The records are as follows:

Files &...	Contact	Date
MagellanMatters.csv	Gregson...	01/19/2011
...Able,2008-12362,, Able v. State of Florida, Chris,Anderson,Barry,Able...Anderson,Linda,Fleury,2010-12516,, Florida v. Sanders,Audrey,Mungal,Gloria...Therelius,Baxter,2008-12322,, Stal	Redmond, Carl	01/07/2011

Below the table, there are navigation controls: 'Previous... 1 Next' and 'Entries per page 20'. A 'Notes' section is visible, containing a text area with the placeholder 'Start Typing your notes here...' and an 'Add' button. A note is displayed: 'Mungal, Audrey on 2/17/2011 11:43:01 AM added No conflict identified'. At the bottom, there are dropdown menus for 'Assign To' (Mungal, Audr) and 'Conflict Of Interest Decision' (No Conflict).

On the right side, there are three panels: 'Upcoming Appointments' showing 'Tomorrow (Thursday 2/24/2011) 10:30 AM-12:00 | Able Deposition', 'Upcoming Tasks' showing 'There are no upcoming tasks attached to this Matter.', and 'Overdue Tasks' showing 'Friday 2/4/2011 Mediation Prep' and 'Friday 2/18/2011 Order medical records for Sheila...'.

At the bottom of the page, there is a footer with 'About LexisNexis | Privacy Policy | Terms & Conditions | Copyright © 2011 LexisNexis, a division of Reed Elsevier Inc. All rights reserved.' and 'Build 1.0.0.50001'.

Global Search – Even Text Within Documents

The screenshot displays the LexisNexis Firm Manager Beta Global Search interface. At the top, the user is logged in as 'Hello, Audrey' and has access to 'Admin Tools', 'My Profile', 'Learn Now', 'Contact Us', 'Community', and 'Sign Out'. The search bar at the top right contains the text 'tax'. Below the search bar, the 'Global Search' section is active, showing a search for 'tax' with 4 results found. The search results are sorted by 'Relevance'.

Search Results: 4 results found for **tax**

Type	Matter Name	Contact Name	Result	Date
Files & Documents	Magellan Trademark		WebArchiving Feb 2011 WebArchiving Feb 2011.docx ...The web is also becoming the primary channel for transacting business, managing commerce for everything from online purchases to tax payments. However, business and governments do not yet understand that they are liable for everything they...	02/11/2011
Files & Documents	Gregson Adoption		MagellanMatters MagellanMatters.csv ...Name *,Responsible Attorney Last Name *,Client First Name *,Client Last Name *,Matter ID,Client ID,Description Able - Tax Consulting,Angela,Petros,Barry,Able,2008-12361,, Able Estate,Loretta,Ruppert,Barry,Able,2008-12362...	01/19/2011
Calendar & Task	Leung Incorporation		Meet with Ed Leung to review incorporation fees and tax implications Meet with Ed Leung to review incorporation fees and tax implications	01/31/2011

At the bottom of the search results, there are navigation controls: 'Previous', 'Next', and 'Entries per page' set to 20.

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Practice Areas Setup

Admin Tools

- Admin Tools
 - Firm Details
 - Permissions
 - Firm Preferences
 - Practice Area Configuration
 - Intake Forms
 - Auto Numbering
 - Billing
 - Firm Actions

Practice Area Configuration

Default Litigation Practice Area

Practice Area Description Use this Practice Area for Matters that include opposing parties where one or more parties seek a legal or equitable remedy. This may include filed litigation, alternative dispute resolution and other civil matters

Intake Forms Default Litigation Intake Form

Default Real Estate Practice Area

Practice Area Description Use this Practice Area for Matters that include commercial and residential real property transactions

Intake Forms Default Real Estate Intake Form

Default Transactional Practice Area

Practice Area Description Use this Practice Area for Matters that include transactions like, contracts, sales, and other such agreements

Intake Forms Default Transactional Intake Form

Firms Can Build Intake Forms

The screenshot displays the 'Admin Tools' interface. On the left is a navigation menu with the following items: Admin Tools, Firm Details (Contact Information, Change Credit Card, Users), Permissions, Firm Preferences (Practice Area Configuration, Intake Forms, Auto Numbering), Billing (Hourly Rates, Billing Codes, Target Hours), and Firm Actions (Export My Data, Cancel My Account, Purge My Data). The 'Intake Forms' option is highlighted.

The main content area is titled 'Intake Forms' and includes a '+ Add Intake Form' button. It lists three existing intake forms:

- Estate Planning - Basic**: Practice Area: Default Transactional Practice Area; Information Sets: Beneficiary Information, Child/Dependent Information, Executor Information, Financial Advisor Information. Includes Edit and Delete buttons.
- Estate Planning - High Wealth**: Practice Area: Estate Planning - High Wealth; Information Sets: Beneficiary Information, Child/Dependent Information, Client Supplemental Details, Employment Information, Executor Information, Financial Advisor Information, Guardianship Information, Heir Information, Spouse Information, Trustee Information. Includes Edit and Delete buttons.
- Estate Planning Basic**: Practice Area: Estate Planning - Basic; Information Sets: Beneficiary Information, Child/Dependent Information, Client Supplemental Details, Employment Information, Executor Information, Financial Advisor Information, Guardianship Information, Heir Information, Spouse Information, Trustee Information. Includes Edit and Delete buttons.

Contacts

The screenshot displays the LexisNexis Firm Manager Beta web application. The top navigation bar includes the LexisNexis logo, user information (Hello, Audrey), and various utility links like Admin Tools, My Profile, Learn Now, Contact Us, Community, and Sign Out. A global search bar is also present. Below this is a secondary navigation menu with tabs for Home, Contacts, Matters, Calendar & Tasks, Memo, Time & Expense, Files & Documents, My Profile, and Able v... The main content area is divided into a left sidebar and a main panel. The sidebar shows a list of contacts under 'All' and 'Prospective Client' categories, with 'Able, Barry' selected. The main panel displays the contact details for Barry Able, including phone, email, and address. Below the details is a 'Notes' section with a text input area and a list of existing notes with timestamps and delete icons. The footer contains legal disclaimers and the build number 1.0.0.50001.

LexisNexis[®] Firm Manager^{Beta}[™]

Hello, Audrey | Admin Tools | My Profile | Learn Now | Contact Us | Community | Sign Out

00:00:00 | Global Search

Home | Contacts | Matters | Calendar & Tasks | Memo | Time & Expense | Files & Documents | My Profile | Able v... | Admin Tools

All | Client | Prospective Client

Search: Mine

+ Add Contact | Refresh | Export To

Able, Barry (2011-20003 | Client) | Edit | Delete | Add

Contact Details

Phone : (612)-555-9210
Email : barryb@lawdemo.com
Address : 1000 Hillside Rd.
St. Paul Minnesota 55101
United States

Notes

Start typing your notes here...

+ Add

Mungal, Audrey 2/1/2011 12:19:05 PM
Barry would like an update on his matter's status. ✕

Mungal, Audrey 1/19/2011 3:15:48 PM
Barry would like a new copy of his invoice. ✕

Mungal, Audrey 1/18/2011 5:11:23 PM
Barry called again to complain about his latest invoice. ✕

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Calendar & Tasks

The screenshot displays the LexisNexis Firm Manager Beta interface. At the top, the user is logged in as Audrey, with navigation links for Admin Tools, My Profile, Learn Now, Contact Us, Community, and Sign Out. The main navigation bar includes Home, Contacts, Matters, Calendar & Tasks (selected), Memo, Time & Expense, Files & Documents, My Profile, and Able v....

The **Calendar** section is set to Eastern Standard Time and shows a monthly view for February 2011. The current view is a **Week** view for the dates 20 Sunday to 26 Saturday. The calendar grid shows several events:

- Traffic Court** (Court) on Friday, Feb 25, from 9 AM to 11 AM.
- Family Court** (Court) on Wednesday, Feb 23, from 2 PM to 4 PM.
- Daily Staff...** (Professional) events on Sunday, Monday, Tuesday, Wednesday, and Saturday.
- Able...** (Professional) event on Thursday, Feb 24, from 11 AM to 12 PM.

The **Tasks** section on the left lists tasks for **Saturday, Feb 26, 2011** and **Saturday, Mar 05, 2011**, including "Write up weekly status...". The **Overdue Tasks** section lists tasks for **Saturday, Dec 18, 2010**, including "File Blissful Yoga Articles of..." and "Write up weekly status...".

A legend at the bottom identifies event categories: Personal (grey), Professional (blue), Court (red), Deposition (cyan), Meet with Judge (orange), Consultation (purple), New Client Meeting (green), Client Appointment (dark blue), and Document Preparation (light green).

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Memo Pad (“While You Were Out”)

The screenshot shows the LexisNexis Firm Manager Beta interface. At the top, there is a navigation bar with the LexisNexis logo and "Firm Manager Beta". The user is logged in as "Hello, Audrey" and has access to "Admin Tools", "My Profile", "Learn Now", "Contact Us", "Community", and "Sign Out". A "Global Search" box is also present.

The main interface is divided into several sections:

- Navigation:** Home, Contacts, Matters, Calendar & Tasks, Memo (selected), Time & Expense, Files & Documents, My Profile, and Admin Tools.
- Left Sidebar:** A list of memos under the heading "Created By Me". The list is sorted by date and includes entries for Yesterday (02/22/2011), Wednesday (02/02/2011), Tuesday (01/18/2011), Monday (01/17/2011), Monday (12/20/2010), and Friday (12/17/2010). The most recent memo is highlighted in orange.
- Main Content Area:** Displays the details of the selected memo. It includes an "Assign To" field with a list of names: Phil Livingston, Jonah Paransky, Katherine Watson, Audrey Mungal, Angela Petros, Chris Anderson, and LORETTA RUPPERT. Below this is the "Memo Details" section with fields for "Created By" (Audrey Mungal), "From" (Kristal), and "Regarding" (Smith X-Rays arrived /in your in box). There is also a "Notes" section with a text area and an "Add" button.

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Time & Expense

LexisNexis® Firm Manager^{Beta}™

Hello, Audrey | Admin Tools | My Profile | Learn Now | Contact Us | Community | Sign Out

00:00:00 | Global Search

Home | Contacts | Matters | Calendar & Tasks | Memo | Time & Expense | Files & Documents | My Profile | Able v.... | Admin Tools

Time & Expense

Target Hours

Add Time/Expense Entry Type: Time Bill Status: Billable

Date*: 2/23/2011 Matter*: 2011-0012/Ab Client: Able, Barry User*: Mungal, Au Billing Code*: Client Mtg. Description: Client Meeting Units (Hrs): 1 Rate(\$)/Hr: 350 Total Amount (\$): 350

* Required Fields

Apply Filter

Time & Expense Entries for Last 30 Days

<input type="checkbox"/>	Type	Bill Status	Date	Matter	Client	User	Billing Code	Description	Units	Rate	Total Amount	Status	Act
<input type="checkbox"/>	Time	Billable	02-02-2011	Leung Incorporati	Leung, Edward	Mungal, Audrey		Legal Services for	2.00	\$0.00	\$0.00	Not Exported To	
<input type="checkbox"/>	Time	Billable	02-02-2011	WCPSS vs Smith	Smith, Marigold	Mungal, Audrey		Telephone Call	0.01	^ \$300.00	\$3.00	Not Exported To	
<input type="checkbox"/>	Time	Billable	02-01-2011	Leung Piezoelectri	Leung, Edward	Mungal, Audrey		Legal Services	3.00	^ \$300.00	\$900.00	Not Exported To	
<input type="checkbox"/>	Expense	Billable	02-01-2011	Brown vs Key Firm	Brown, Vivian	Mungal, Audrey		Filing Fee	1.00	\$0.00	\$0.00	Not Exported To	
<input type="checkbox"/>	Time	Billable	02-01-2011	Martin v Martin Di	Martin, Elizabeth	Mungal, Audrey		Telephone Call	0.01	^ \$300.00	\$3.00	Not Exported To	

Previous | 1 | Next Entries per page: 20 Total Amount: \$ 906.00

Files & Documents

If you upload files, you can access your files from your matters or clients, or directly – Anywhere you are. All files are virus scanned

The screenshot displays the LexisNexis Firm Manager Beta interface. At the top, there is a navigation bar with the LexisNexis logo and 'Firm Manager Beta' text. The main navigation menu includes Home, Contacts, Matters, Calendar & Tasks, Memo, Time & Expense, Files & Documents (selected), My Profile, and Admin Tools. A search bar is located in the top right corner.

The main content area shows a table of files and documents. The table has columns for Category, Type, Name, Modified On, Modified By, Matter Name, and Contact Name. The files are listed in a table with various icons and dropdown menus for each row.

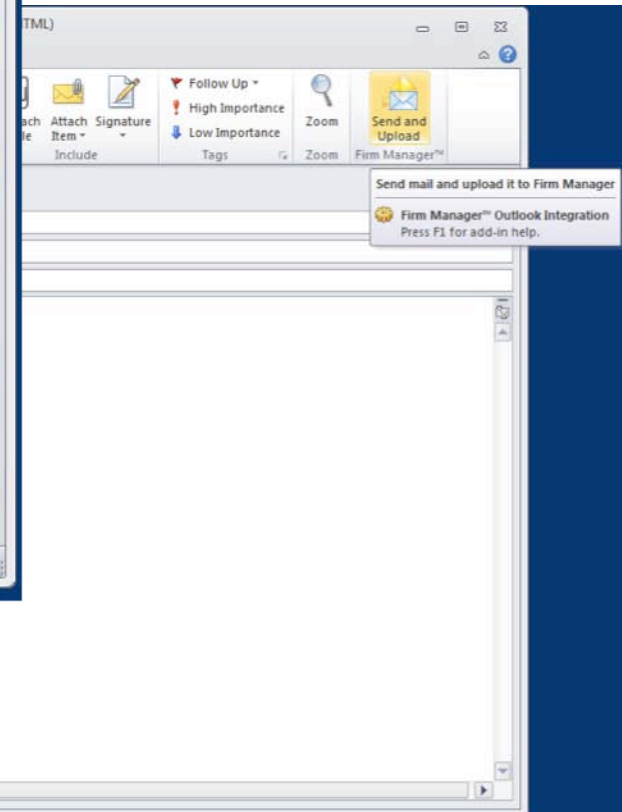
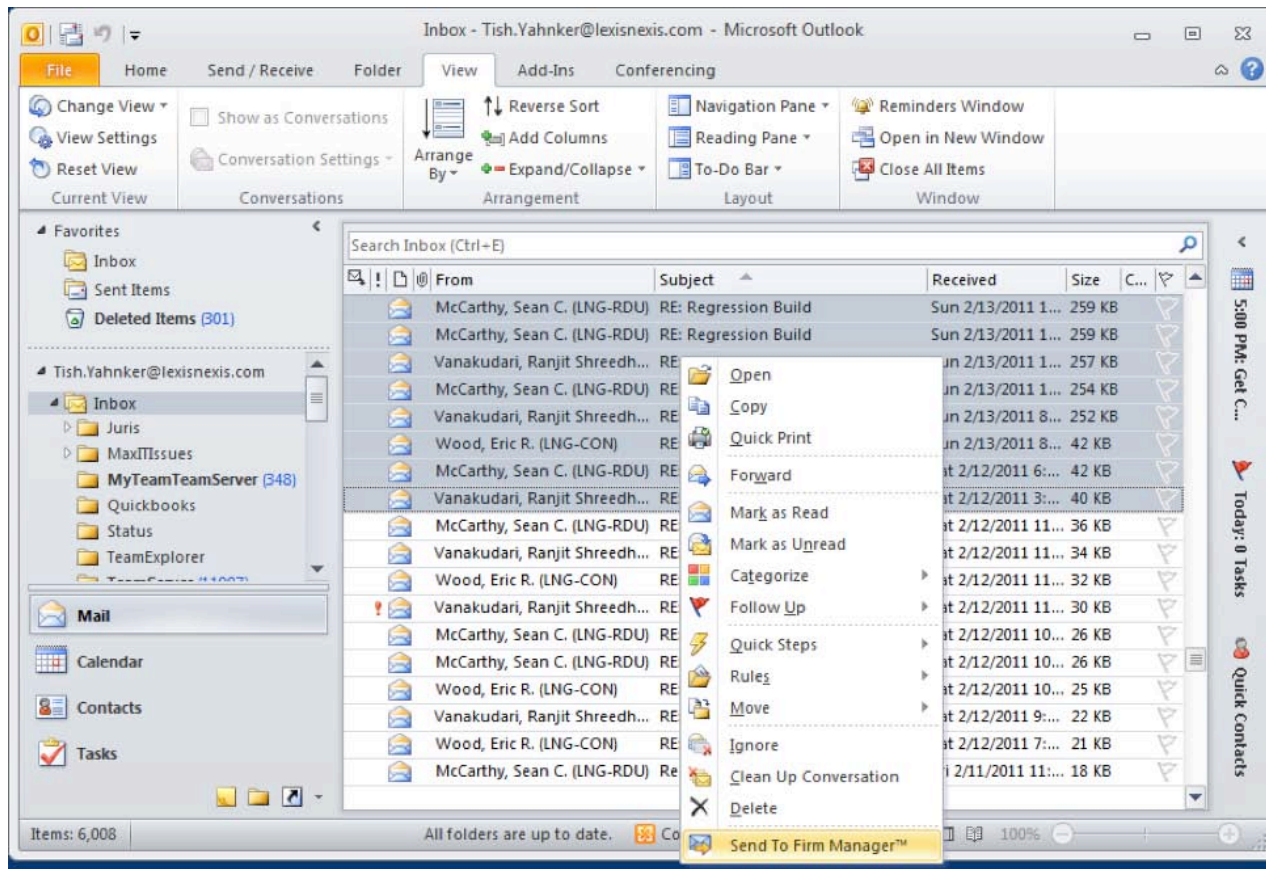
Category	Type	Name	Modified On	Modified By	Matter Name	Contact Name
Law (13)	HotDocs Pro 2008 New!	HotDocs Pro 2008 New!	02/22/2011 01:27 PM	Perry, Sarah		
Admin Docs (7)	sdfsdf New!	sdfsdf New!	02/22/2011 01:25 PM	Perry, Sarah		
Advertisement (5)	sample New!	sample New!	02/22/2011 01:25 PM	Perry, Sarah		
Miscellaneous (4)	Smith New!	Smith New!	02/22/2011 01:25 PM	Perry, Sarah		
Contract (3)	Medical Expenses...	Medical Expenses...	02/18/2011 10:41 AM	RUPPERT, LORETTA	Able v. State of Florida	
	Registration	Registration	02/18/2011 10:39 AM	RUPPERT, LORETTA	Boswinkel Aviation, Inc.	
	Registration and...	Registration and...	02/14/2011 12:47 PM	Anderson, Chris	Boswinkel Aviation, Inc.	
	contacterrorsfeb8	contacterrorsfeb8	02/11/2011 03:13 PM	Mungal, Audrey	Leung Piezoelectrics Employ	
	OilSpillCommissionFin...	OilSpillCommissionFin...	02/11/2011 02:28 PM	Mungal, Audrey	Magellan Trademark	
	WebArchiving Feb 2011	WebArchiving Feb 2011	02/11/2011 02:28 PM	Mungal, Audrey	Magellan Trademark	
	ProductLiabilityRamifi...	ProductLiabilityRamifi...	02/11/2011 02:28 PM	Mungal, Audrey	Magellan Trademark	
	CA trust inc tax...	CA trust inc tax...	02/11/2011 02:28 PM	Mungal, Audrey	Magellan Trademark	
	Court Dismisses...	Court Dismisses...	02/11/2011 02:28 PM	Mungal, Audrey	Magellan Trademark	
	InterpretationofBankr...	InterpretationofBankr...	02/11/2011 02:28 PM	Mungal, Audrey	Magellan Trademark	
	2010 Amendments to...	2010 Amendments to...	02/11/2011 02:28 PM	Mungal, Audrey	Magellan Trademark	
	PreemptionExceptions...	PreemptionExceptions...	02/11/2011 02:28 PM	Mungal, Audrey	Magellan Trademark	
	2010 Amendments to...	2010 Amendments to...	02/11/2011 02:28 PM	Mungal, Audrey	Magellan Trademark	

At the bottom of the table, there are navigation controls: Previous, 1, 2, 3, Next, and Entries per page (20).

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Emails

Emails in Outlook (Inbound and Outbound) can be saved to matters.



Reports Export to Excel

The screenshot displays a legal software interface with a list of matters and an Excel export window. The interface includes a search bar, navigation tabs (Home, Contacts, Matters, Calendar & Tasks, Memo, Time & Expense, Files & Documents, WCPSS vs...), and an 'Export To' dropdown menu with options for 'Csv' and 'Excel'.

The 'Apply Filter' section shows a table of matters with the following columns: ID, Name, Client, and Status.

ID	Name	Client	Status
2010-0072	McCrorry DUI	McCrorry,John	
2010-0075	Leung Employment Agreement	Leung,Edward	
2009-0087	Wilson PI (dog bite)	Wilson,Scott	
2009-0231	Gregson Adoption	Gregson,Mae	
2010-0080	Calloway Insurance Claim	Calloway,Jenny	
2009-0356	Ellers v Steps Estate Litigation	Ellers,Cynthia	
2010-0076	Moore Prenup	Moore,Nancy	
2009-1003	Wangdu PI	Wangdu,Phunsukh	
2010-0073	Leung Incorporation	Leung,Edward	
2010-0074	Leung NDA	Leung,Edward	
2010-0084	WCPSS vs Smith	Smith,Marigold	
2010-0081	Martin v Martin Divorce	Martin,Elizabeth	
12345678	Demo Matter	Wangdu,Phunsukh	

The Excel export window, titled 'MagellanMatterDownload.xls', shows a table with the following columns: Matter ID, Matter Name, Primary Client, Status, and Practice Area. The data is as follows:












Matter ID	Matter Name	Primary Client	Status	Practice Area
2010-0072	McCrorry DUI	McCrorry,John		
2010-0075	Leung Employment Agreement	Leung,Edward		
2009-0087	Wilson PI (dog bite)	Wilson,Scott		
2009-0231	Gregson Adoption	Gregson,Mae		

Getting Help – Training Videos

40+ videos online, any time

 LexisNexis® Firm Manager™

January 29, 2011


-  **Getting Started**
-  **Admin Tools**
-  **Matters** ▶
-  **Contacts** ▶
-  **Calendar & Tasks** ▶
-  **Memo Pad** ▶
-  **Time & Expense**
-  **Files & Documents**
-  **FAQs**
-  **Glossary**
-  **iPhone &**

Want to Learn Now?

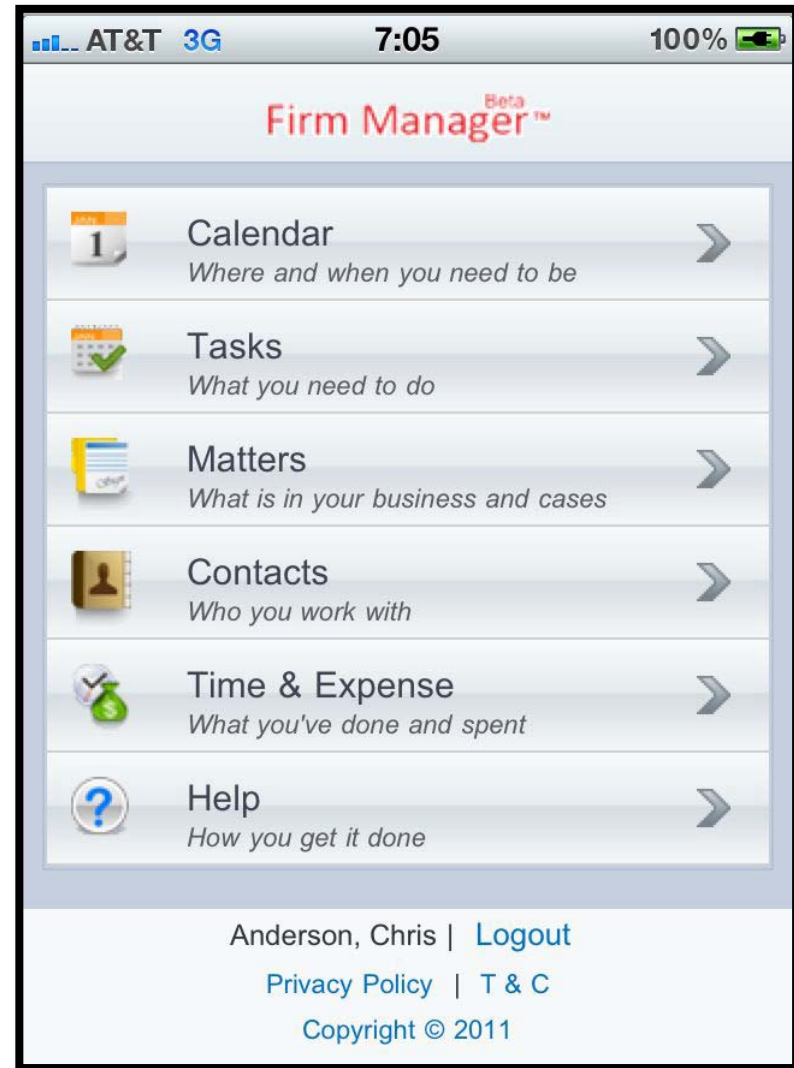
Hi there, and welcome to the Learn Now section of the Firm Manager application.

Here you can choose from a wide variety of demonstrations to learn how to utilize the functions and features within Firm Manager.

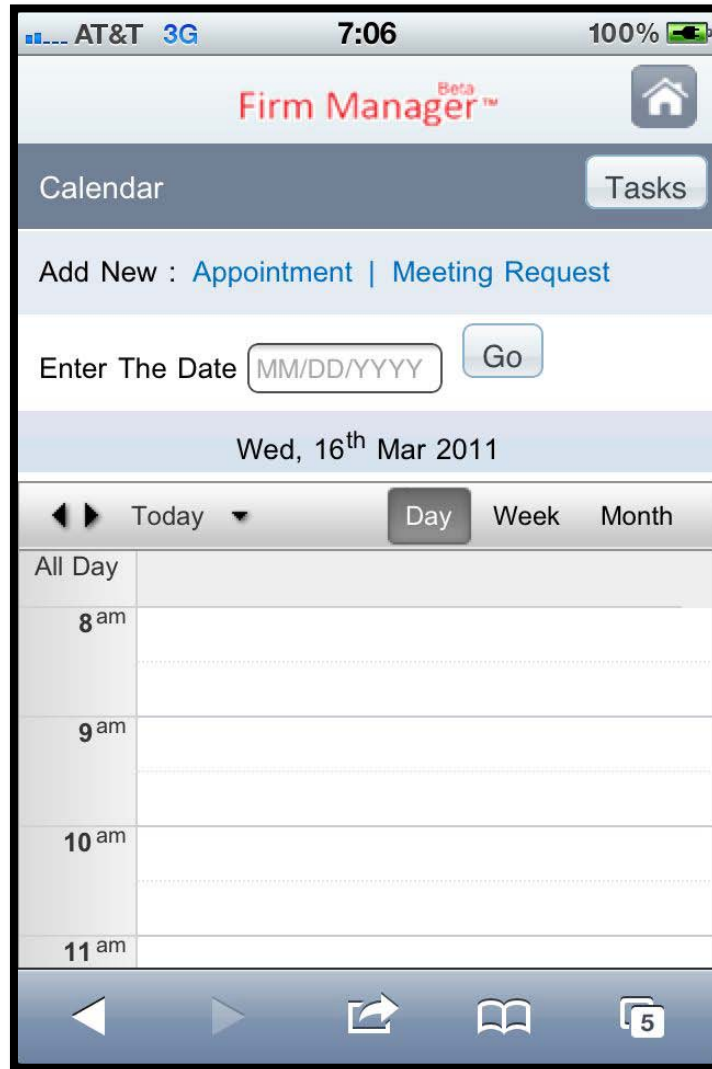
Go ahead, make your choice, and let's get started.



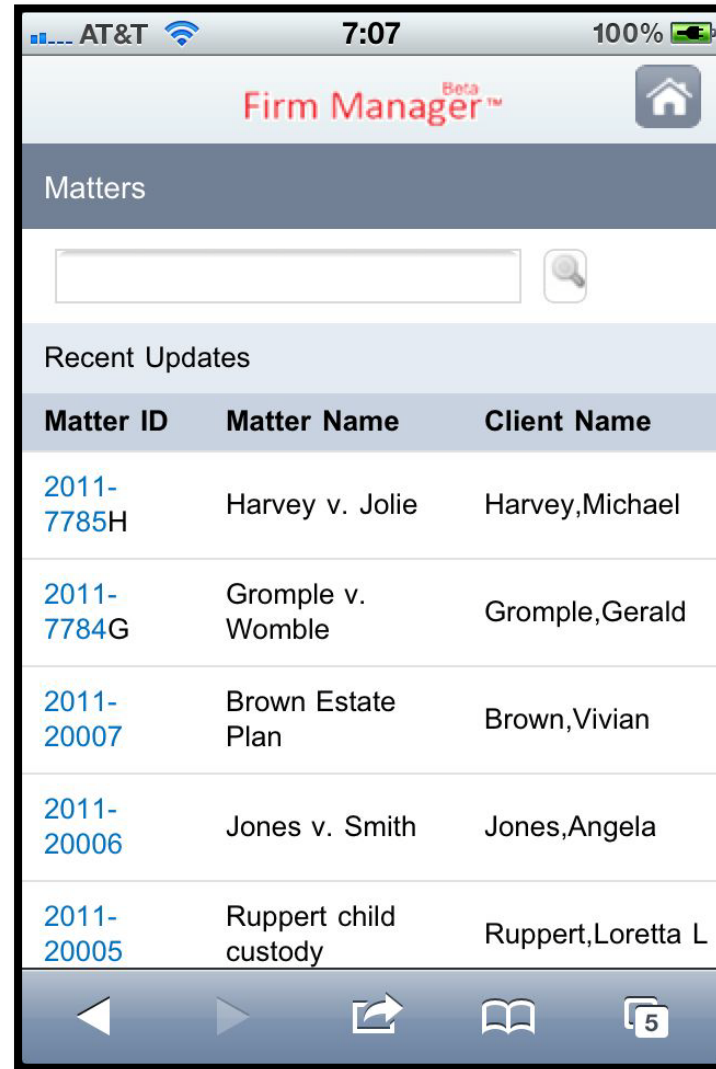
Firm Manager on Smartphones, Tablets and Other Mobile Devices



Firm Manager – Mobile Calendar



Firm Manager – Mobile Matters

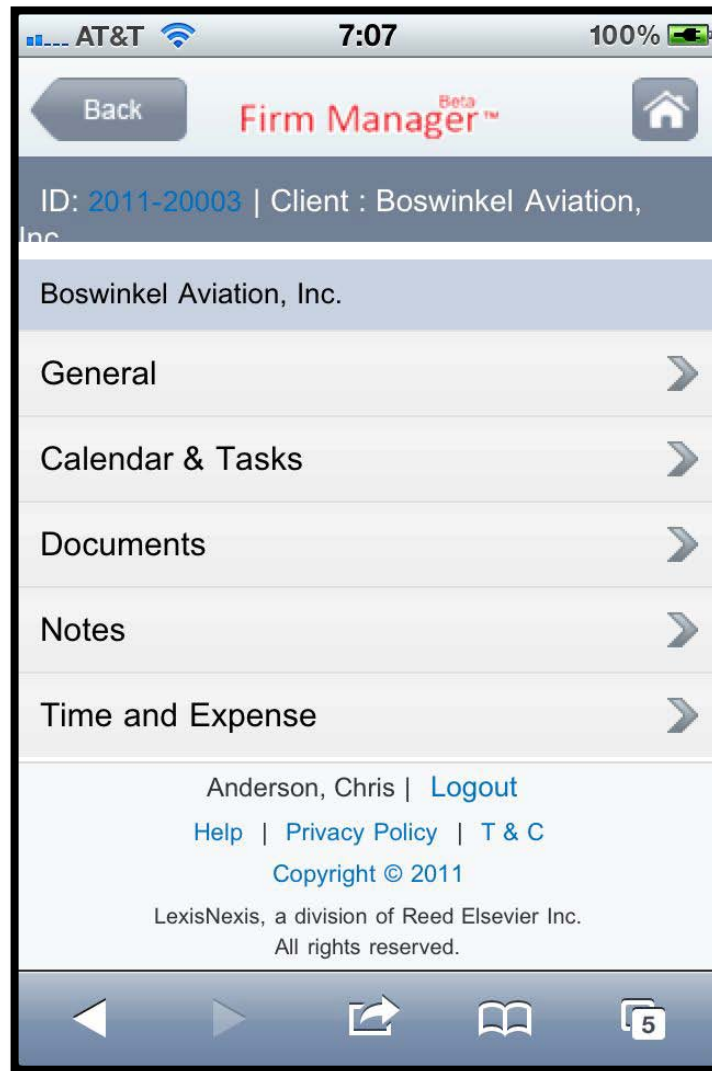


The screenshot shows the 'Firm Manager Beta' mobile application interface. At the top, the status bar displays 'AT&T', signal strength, Wi-Fi, time '7:07', and '100%' battery. The app header includes the title 'Firm Manager Beta' and a home icon. Below the header is a 'Matters' section with a search bar and a magnifying glass icon. The main content area is titled 'Recent Updates' and contains a table of legal matters. The table has three columns: 'Matter ID', 'Matter Name', and 'Client Name'. The data rows are as follows:

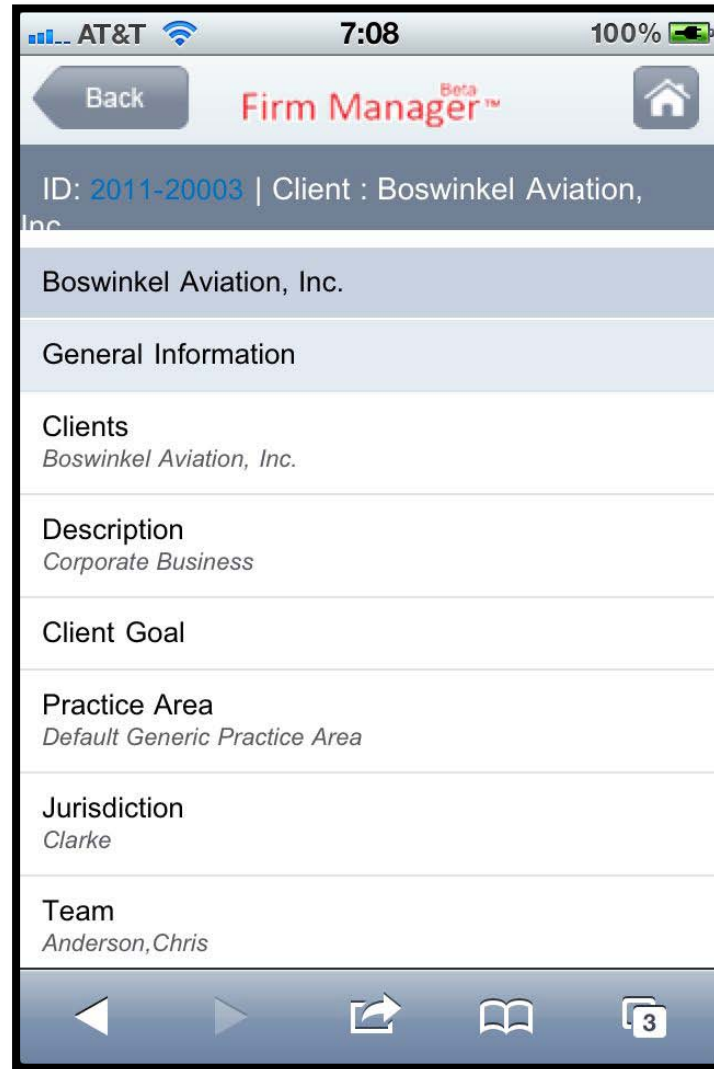
Matter ID	Matter Name	Client Name
2011-7785H	Harvey v. Jolie	Harvey, Michael
2011-7784G	Gromple v. Womble	Gromple, Gerald
2011-20007	Brown Estate Plan	Brown, Vivian
2011-20006	Jones v. Smith	Jones, Angela
2011-20005	Ruppert child custody	Ruppert, Loretta L

At the bottom of the screen is a navigation bar with icons for back, forward, share, book, and a notification badge showing the number '5'.

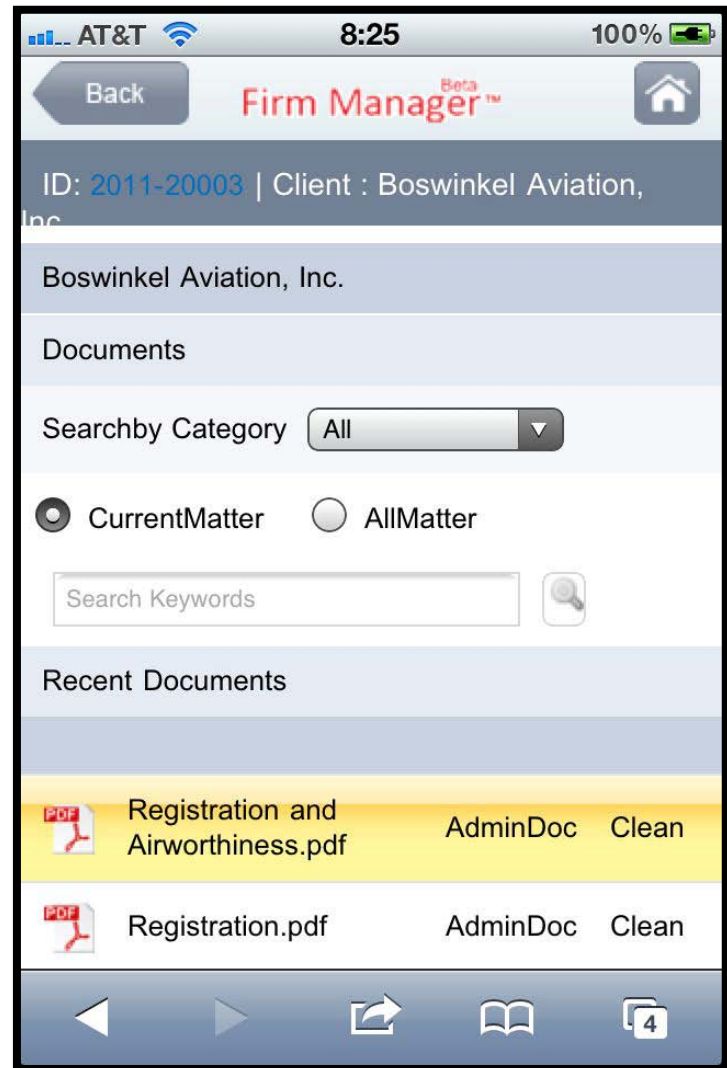
Firm Manager – Mobile Open Matter



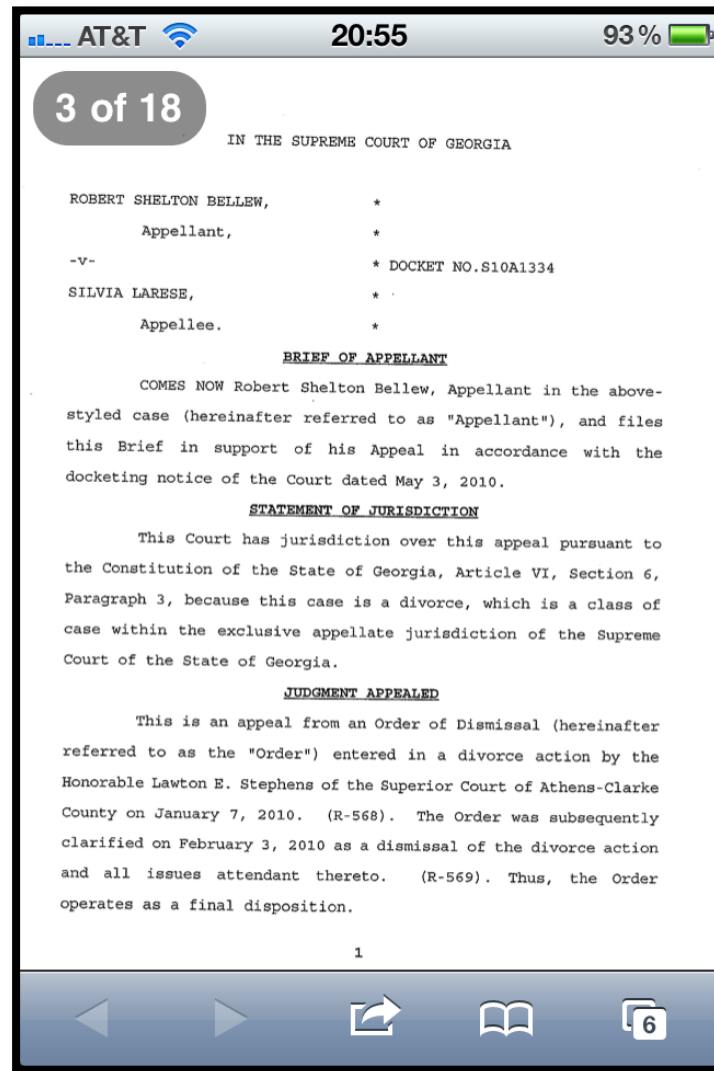
Firm Manager – Mobile Matter Detail



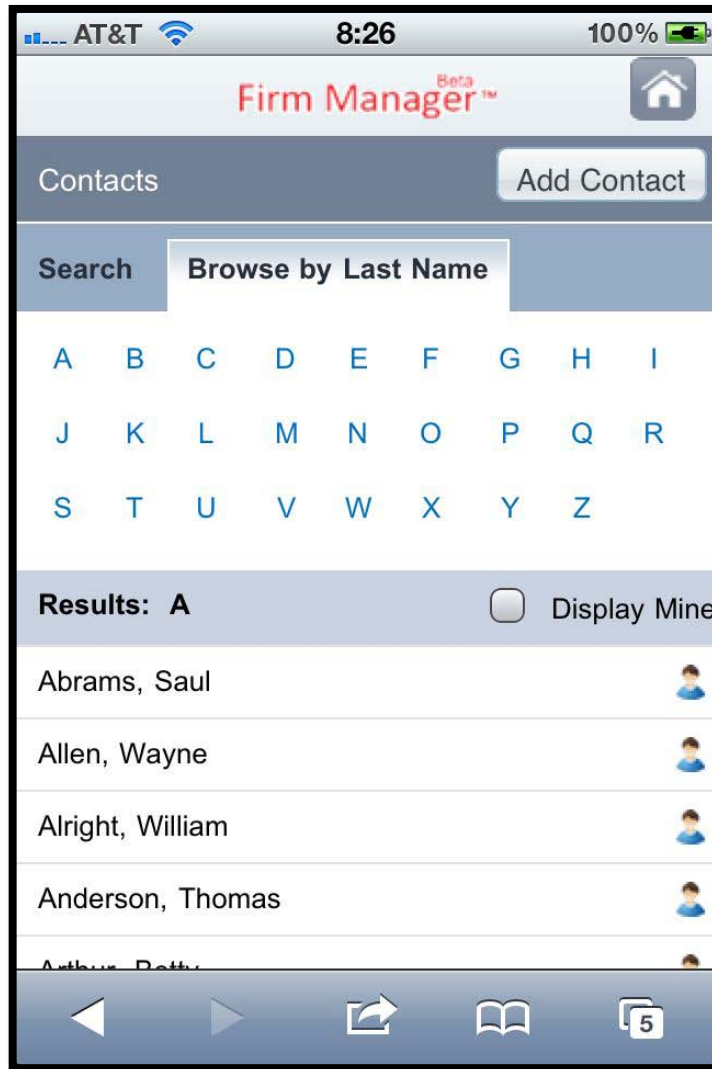
Firm Manager – Mobile Matter Documents



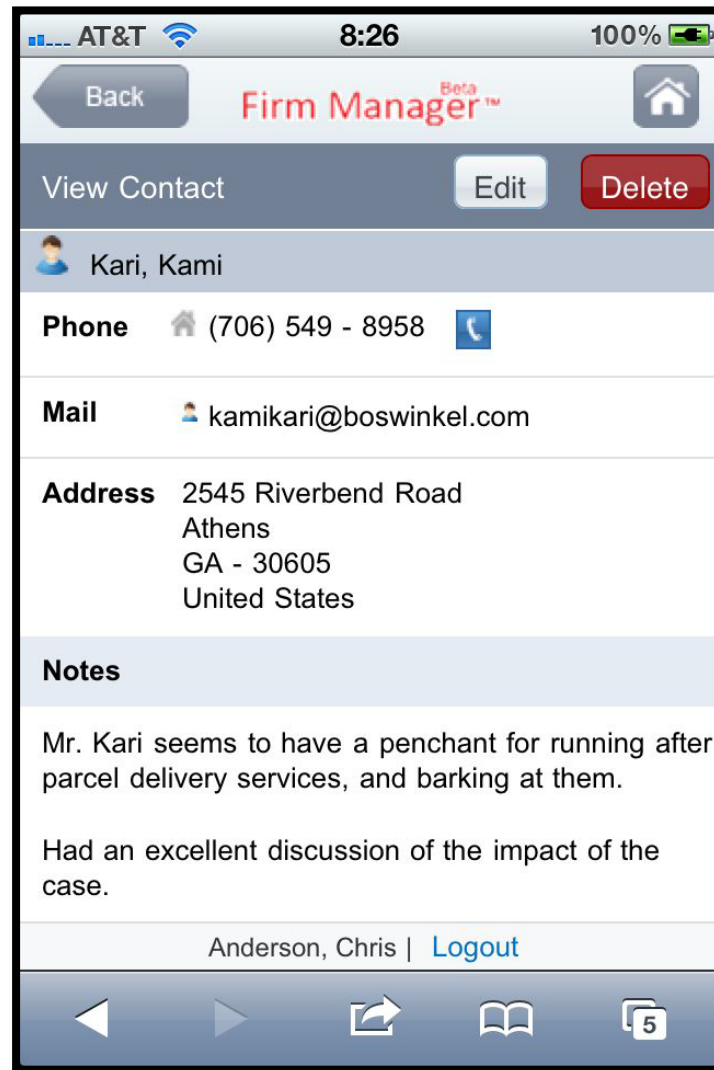
Firm Manager – Mobile Open Document



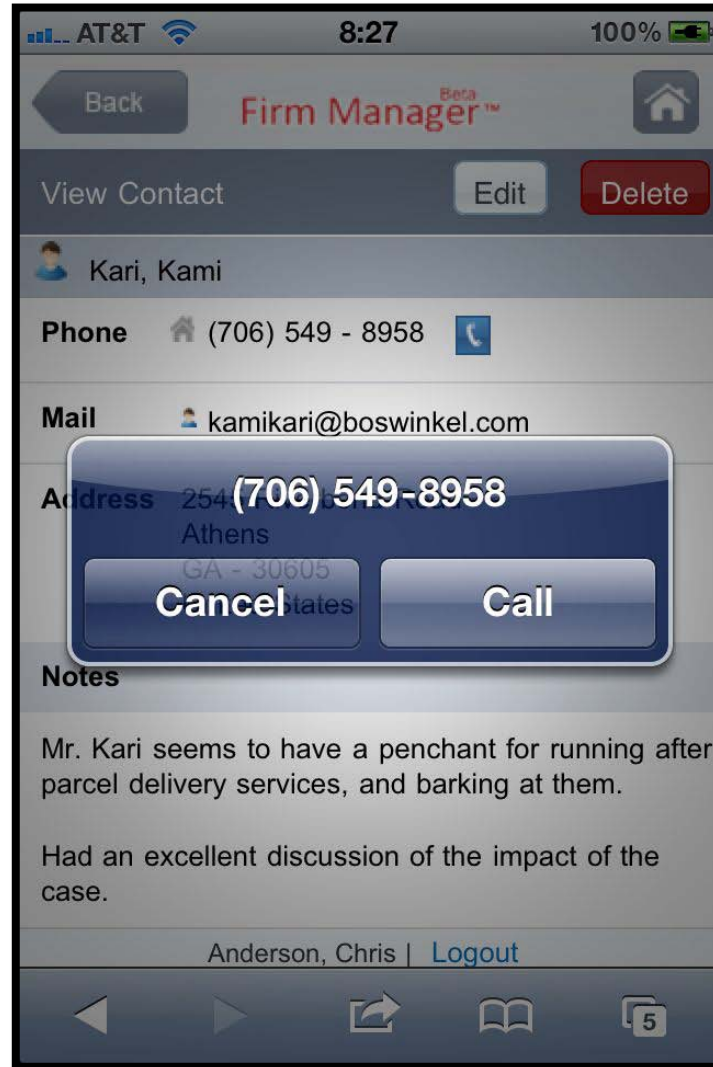
Firm Manager – Mobile Contacts



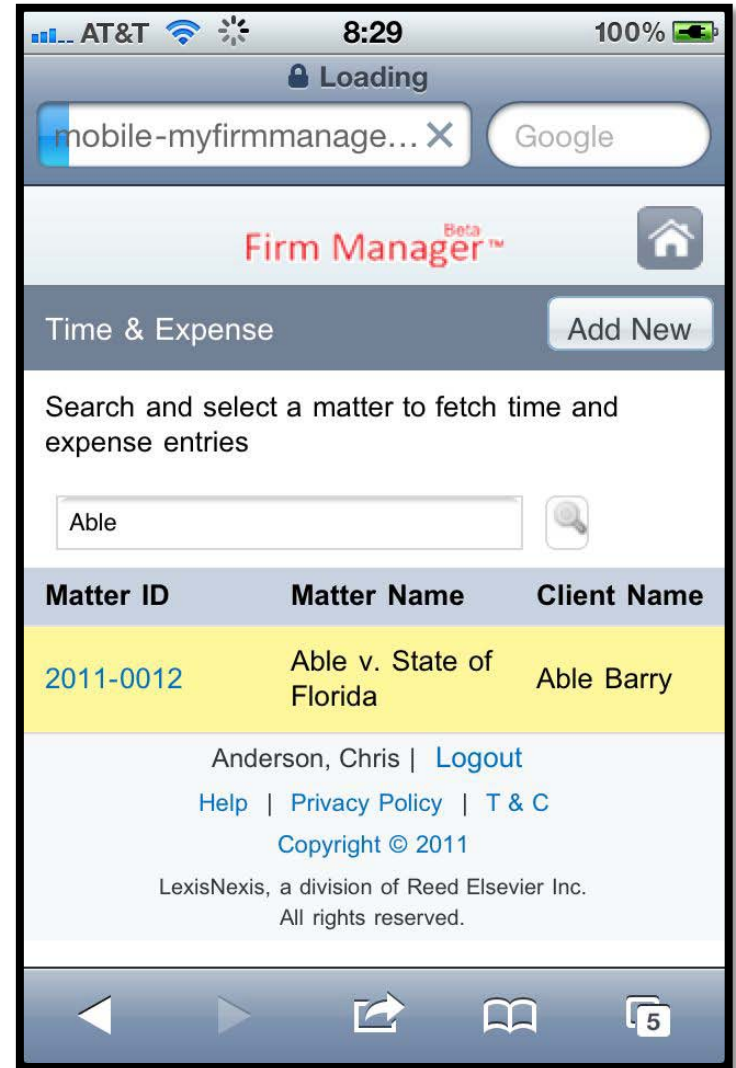
Firm Manager – Mobile Open Contact



Firm Manager – Mobile Phone Call



Firm Manager – Mobile Time and Expense Capture



Firm Manager – Mobile View Time and Expense



Firm Manager – Mobile Enter Time and Expense

AT&T 8:30 100%

Back Firm Manager^{Beta} Home

Add Time & Expense

Matter*
2011-0012, Able v. State of Florida

Client
Able Barry

Entry Type Time Expense

Bill Status User*

Date* Code*

Description

← → ↺ 📖 5

AT&T 8:30 100%

Entry Type Time Expense

Bill Status User*

Date* Code*

Description

Units (Hrs) Rate (\$)

Amount

Save Cancel

Anderson, Chris | Logout

← → ↺ 📖 5

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Q&A