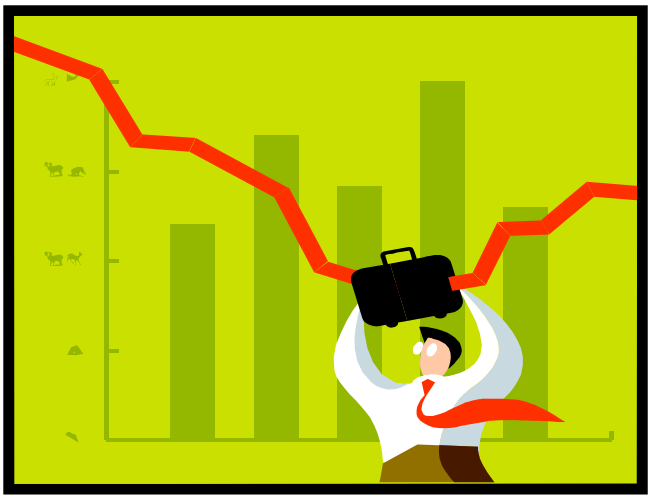
Perfect Practice®

FORECLOSURE ✦ BANKRUPTCY ✦ REPLEVIN ✦ REO ✦ TIMESHARE



Bottom Line Letting You Down?

Is your law practice operating as efficiently as you want? Are you staying ahead of your competition? Are you realizing the profit margin you want? If you don't like the answers to those questions you may want to consider what Perfect Practice has to offer.

Perfect Practice® was a pioneer in the development of legal case management systems back in the mid 1980s. That product has evolved phenomenally over the years into the current Windows version. Packed with features, Perfect Practice® offers a field-tested solution for managing a successful creditor law practice.

We believe that a Case Management System needs to adapt to your firm, not the other way around. The flexible architecture of Perfect Practice® is designed to accommodate practically any area of law. This can all be done without any custom programming.

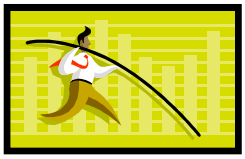
Perfect Practice® also offers a full-featured, integrated Billing and Accounting System that shares the same database as the Case Management System. This provides a single software solution to your practice management needs.

The key to our success is that our clients have been able to successfully realize the productivity gains they were hoping for with the implementation of Perfect Practice®. No brag, just fact.

Ask for a demonstration to see what Perfect Practice® can do for your firm.

What can you do with Perfect Practice®?

- Tame the "paper chase"
- Streamline the intake process
- Enter information once
- Organize case information with your own customized questionnaires
- Generate documents/document packages with just a few keystrokes – minimal skill level required
- Maintain smooth workflow with status and exception reporting
- Minimize total days to process files
- Prioritize and regulate workloads
- Make notes on case (as long as you want)
- Access case information instantly when taking phone calls
- Catalog related documents and images
- Maintain group and personal calendars
- Improve existing client relations
- Boost your new client marketing effort
- Take more control without having to micromanage (or you can micro-micro manage if you really want)
- And so much more…



CASE MANAGEMENT
Featuring powerful 32-bit Client/Server processing

- Clients/Matters/Parties (Entities) Databases
  - Unlimited Entities • Defendant Tracking
  - Track any kind of information on any entity
  - Unlimited user-defined questionnaires
  - Unlimited addresses per entity
- Relationships
  - Tag and relate one entity to another
- Activity Tracking
  - Notes • To Do Lists • Appointments • Time
  - Phone Messages • E-Mails • User Definable
- Scheduler
  - Group and individual calendaring
  - Open time slot search
  - Appointment conflict warning
  - Outlook/PDA Interface
- DOCUTRAC™ – Document Generator
  - Letters, document packages, pleadings
  - Word or WordPerfect
- Document and Images Management
- Reports Package
- Notify Instant Messenger (Optional)
  - Secure intra-office chat sessions
  - Alert for new appointments or phone messages
  - Archives notifications and messages
  - Management Monitoring
- Barcode Tracking (Optional)
- Third Party Interfaces (Optional)
  - LINCS • I-Clear • New Invoice
  - FMCC • Fidelity • *Others*
- ***BILLING & ACCOUNTING***
  Integrated with Case Management
  - Fee and Cost Tracking • Hourly and/or Flat Fee Billing
  - Schedule Billing • Receivables • Trust
  - General Ledger • Financial Reporting
  - Accounts Payable • Checkwriter

  Options
  - Payroll • Cost Recovery Interface

Why Choose Perfect Practice?

- Synergistic Integration – single point data entry can trigger multiple processes that dramatically streamline workflow.
- Case Management and Financials share an integrated database allowing single point data entry.
- Flexibility to customize the program to meet your needs without custom programming.
- Features, features and more features based on real world needs.
- Powerful reporting capabilities for internal management controls and client marketing purposes.
- Robust *Client-Server* architecture for dependable performance.
- Scalable solution – whether you have 3 or 300 attorneys.
- Trainers and support staff that understand your business.
- Providing software solutions to the legal market since 1985.

Associate Member

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