LAW FIRM TECHNOLOGY
THEN AND NOW

Law firm technology has changed a great deal over the last 60 years — so much so that soon, first-year associates won’t even recognize typewriters and rolodexes!

Read on to find out exactly which technologies have changed and how you can leverage their benefits to increase revenues, reduce costs and improve efficiencies in your firm.

CORRESPONDING WITH CLIENTS

The noisy, error-prone typewriter is a thing of the past — in some cases even a collector’s item. Now when you need to send a client a document, update them on their case or meet, you can do so virtually. In 2013, 48% of attorneys reported using a tablet — of which 91% used an iPad.

Time to send a file from New York to Los Angeles: 3 days via Federal Express vs. 3 seconds via email.

COMMUNICATION CAPABILITIES

Forget rotary phones or even cordless phones. In 2013, 91% of attorneys used smart phones to make calls, check email, use productivity apps and even conduct client meetings — all from the palm of their hand! Clients expect immediate responses. So if you’re not mobile, they’ll find an attorney who is.

Recent reports suggest that the number of smartphones in the enterprise cloud could reach 350 million by mid 2014.

ENSURING YOUR FILES ARE SAFE

Briefcases were (and still are) a fashionable and professional way to keep important files on you at all times. However, they can also be lost, stolen or damaged — with your confidential client data inside. Thanks to advancements in technology (cloud computing), your files can be safely stored online and accessed from anywhere — the road, the traveling or at a client meeting.

Storage space needed for a 50 page document: 50 cubic inches in a file cabinet vs. 2MB on a hard drive.

KEEPING IN TOUCH WITH CLIENTS

Lawyers typically kept their contacts in Rolodexes or written on paper calendars. Today, Rolodexes have been replaced with practice management systems, Outlook and Social Networking sites. Using LinkedIn, an attorney can browse over 200 million users to search for potential clients by geographic location, industry and more.

In 2012, 89 million business emails were sent/received per day. It’s expected to reach 143 million by 2016.

PAPERLESS OFFICE

Traditionally law firms were managed with paper — paper files, paper calendars, paper forms, paper checks and paper time tracking sheets. With the growth of computer technology and the desire for greater efficiency and mobility, the use of paper in law firms has drastically decreased as courts accept (and even require) electronic copies to be filed and clients expect to use email for correspondence. The right Law Practice Management Solution will increase revenues, lower costs and maximize efficiencies.

30% of malpractice claims against attorneys stem from missed deadlines.