Practice Management
anytime, anywhere

lawsyst®
technology simplified

Introduction

Lawsyst is a cloud based practice management system that helps law firms streamline their day to day business with minimal effort. Leaving you to concentrate on your core areas of expertise, Lawsyst is your tool giving you a real insight of your practice in real time and under complete secure control.

You can create your own workflows based on the pathlines of various types of cases that your firm deals in. These workflows are linked with tasks that are assigned to resources who are then reminded to complete them by the deadline you set.

Features & Security

With Lawsyst simplicity is the essence, the goal is always to save time. Lawsyst is easy to use and does not inundate you with gimmicks that may never be used.

Lawsyst is a product of ITSec, a company expert in IT security. Each Lawsyst installation comes with its own secure server thus your data is held on a server dedicated to you only.

1   Contact Management
- Easily create and search contacts
- View communication history
- View & assign Leads

2   Case Management
- Create, view and manage cases
- View history & timelines
- Assign cases to personnel
- Access case documents online

3   Task Management
- Create & assign tasks
- Track case statuses
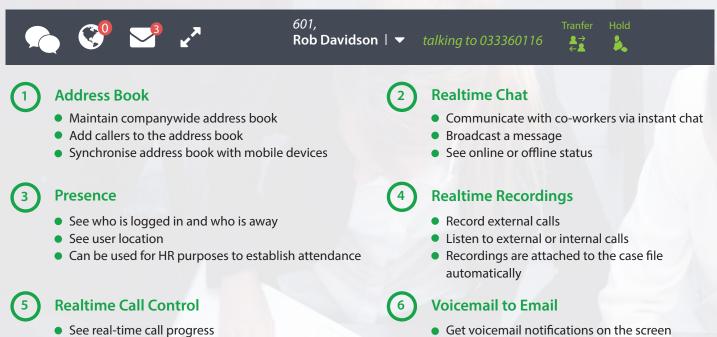- Track employee productivity

4   Billing & Invoicing
- Create bills, invoices. Send via email or post
- Create statements
- Create payments
- Keep track of inwards & outward bills

5   Integrated Phone System
- Receive and make calls with a click of button
- Never miss a missed call™
- Listen to call recordings
- Generate productivity reports
- Create bills from call logs
- Open up a matter or client from the call log
- Work from anywhere, anytime

6   Integrated Storage
- Cloud storage
- Access from anywhere, anytime
- Share & update
- Integrated email
- Integrated office 365
- Download documents on local drive
- Backup/archiving

The Jewel in the Crown

Lawsyst is not an ordinary case management system, it is a platform that offers a truly integrated Unified Communication experience with real-time data from the telephony infrastructure

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Rob Davidson | ▾   *talking to 033360116*

Tranfer   Hold

1 Address Book
- Maintain companywide address book
- Add callers to the address book
- Synchronise address book with mobile devices

2 Realtime Chat
- Communicate with co-workers via instant chat
- Broadcast a message
- See online or offline status

3 Presence
- See who is logged in and who is away
- See user location
- Can be used for HR purposes to establish attendance

4 Realtime Recordings
- Record external calls
- Listen to external or internal calls
- Recordings are attached to the case file automatically

5 Realtime Call Control
- See real-time call progress
- See if a user is on a call and if the call is internal or external
- Click to call
- Transfer a call via the click of a mouse

6 Voicemail to Email
- Get voicemail notifications on the screen
- Send voicemails to email
- Listen voicemail on mobile devices

CRM & Lead Management

Lawsyst has a built-in CRM and leads management system with useful features rather than gimmicks that most users get confused with. Simplicity with power is the essence of lawsyst.

1 CRM
- Client relationship management
- All communication at one place
- Global contact list & more…

2 Reports
- Leads conversion
- Campaign conversion
- User productivity & more…

3 Leads
- All leads in once place
- Manage leads funnel
- Allocate leads and stay on top

4 Leads from Missed Calls
- Never miss a missed call™
- Single click lead creation from a call or a missed call
- Call back the lead with a single click

5 Tasks
- Manage user tasks
- Never miss a task
- Achieve KPIs in time

6 Website & Social Media Leads
- Bring website leads into the system
- Integrate Social Media directly into lead management system
- Facebook integration

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Billing & Accounts

With built-in billing and accounts module that is tightly integrated with clients, suppliers, bank accounts and local authority databases; you will save time by streamlining your bookkeeping process.

1 Inwards Bills
- Record inward bills from suppliers
- Pay bills on time and avoid fines
- Reconcile with payment methods

2 Invoice
- Create invoices from bills
- Send Invoices via email / post
- Send reminders

3 Outward Bills
- Create bills for clients
- Automatic bills from time entries
- Automatic bills from phone calls

4 Payments
- Post invoice payments
- Legal aid entries
- Received online payments

5 Reimbursements
- Record reimbursements
- Approve for payments
- Reconcile with bank accounts

6 Account Statements
- Generate account statements for clients,
- Suppliers and resources
- Send via email or create PDF

Marketing and Website Integration

Lead wastage is a problem that many firms face. With lawsyst, you can manage leads and improve your conversion rate. You can also measure sales team performance in real-time.

1 Newsletter
- Collect emails addresses and send regular newsletters to subscribers

2 Webforms
- Integrate website forms directly into the system
- Remove duplication of data and tasks

3 Email Marketing
- Create lists for opt-in-subscribers
- Send marketing emails and generate more leads

4 Client Area
- Offer client portal to see matter status
- Pay invoices and upload/download documents

5 Content Management
- Create and manage website pages
- Improve SEO ranking

6 Affiliate Management
- Manage and Affiliates their accounts
- Affiliates can see commission statements add more leads

Employee Productivity

Lawsyst offers various productivity tools that are integrated with clients and cases. As a law firm, you do not need to invest in additional tools apart from standard word processing and email client.

1 Calendar
- Built-in calendar that is shareable with colleagues and assistants

2 Timesheet
- Synchronize timesheets with user time entries on tasks. Integrate with attendance system

3 Tasks& Reminders
- Create tasks for self or others. Get work completed by the due date

4 Collaboration
- Work and collaborate on cases. Add notes that are available in real-time to others working on the same matter

5 Email Integration
- Outlook email is integrated. Emails sent to clients are linked with client communication history

6 Flexibility
- Work from home, office or abroad. Use laptop or mobile devices to access data

Distributed Architecture

Lawsyst is built on a distributed architecture which can be scaled to whatever extent that a business may demand. It can be deployed onsite or in the cloud and offers flexibility to co-exist.

1 Scalable
- Scalable from a single user to hundreds. Start with a single server and build server farms. System grows as your business grows
- On premise or in the cloud, public or private cloud

2 No Licensing Fee
- No expensive operating system or database licensing. An appropriate subscription with us includes everything you may need

3 Secure
- Each practice has its own dedicated secure hosting environment
- Built-in firewall along with user level access control

4 Location Independent
- You are not bound to a location. Need to move offices or need additional space? Just rent some desks; the rest is already there in the cloud

5 Best Performance
- Same technology as Facebook and Google use! Best for performance and scalability

6 Platform Independent
- Lawsyst is a browser based system that runs on platforms with a browser. These include Windows, Mac, Linux, and Android etc

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