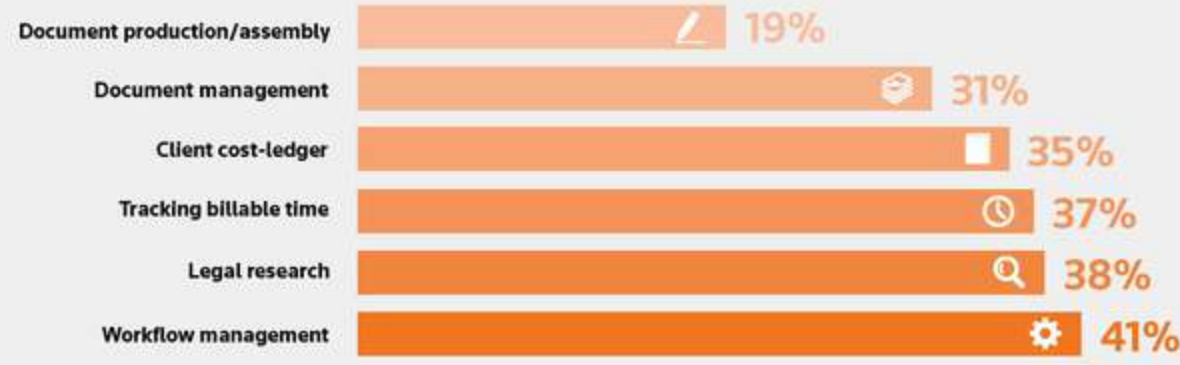


WHAT DO MANUAL PROCESSES COST YOUR FIRM?

Are you still relying on manual processes for legal research, document production and workflow? If so, it could be costing your firm a lot of money. Here's why online research and automated legal technology solutions can save you valuable billable hours and allow you to focus on high-value work.

Law firms rely on manual processes for...



...but it's wasting hundreds of billable hours



- \$300:** The average hourly rate for a senior solicitor.
- 86 minutes:** The time it takes to draft a common legal document.
- 46 minutes:** The time saved by using automated solutions.
- 2.3 hours:** Billable hours wasted per week (based on three docs/week).
- \$2760:** Value of lost billable time per month.

Reviewing documents is highly labour intensive...

Discovery can represent more than **50%** of total litigation costs.



More than **70%** of those can be the cost of reviewing documents.

...and many law firms are still stuck on paper



80% of law firms print some or all documents.

79% primarily use hard copies when exchanging documents.

Why?



Force of habit

43%



Legal requirements

42%



Easier access

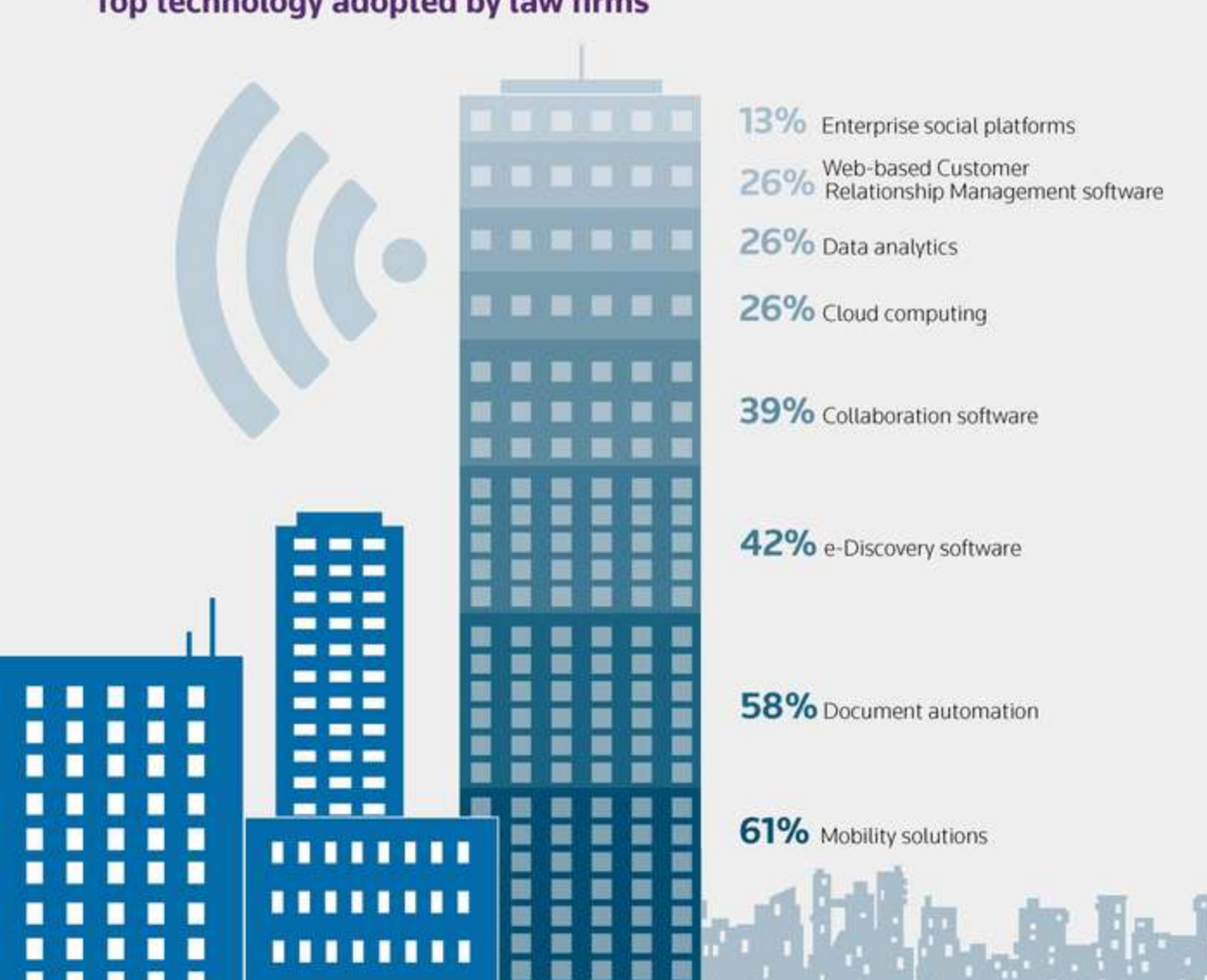
31%



How much time could automation save?



Top technology adopted by law firms



...but a lack of training squanders investment



Five technology changes your law firm needs to embrace

- Go paperless:** Electronic files are much easier to search and retrieve.
- Use the cloud:** Access your research from anywhere.
- Automate:** Reduce repetitive tasks and human error.
- Outsource:** Access professional, industrial-grade IT support and security.
- Auto-tracking:** Never forget to record billable time.

Technology is changing the face of the legal profession. To succeed in this new era, your law firm needs to be run as an agile, competitive business.