PROMOTED CONTENT

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Disrupting traditional archiving and storage methods

TRENDS COME and go but technology and its disruption to the legal landscape has been the topic of discussion for quite some time now. In the 2016 ALMPA/InfoTrack 'Adapting to the Changing Legal Landscape' survey, respondents outlined that the key challenges for firms in adopting technology are the struggle to keep up minimal in-house IT capabilities, non-integrated systems and a lack of investment in technology. Interestingly enough, 40 per cent of firms also indicated that they have challenges with inefficient manual processes.

'Technology' isn't just about innovation. It is about making something work more effectively and efficiently. It is about automating workflows, reducing costs and improving processes which take up time – particularly time that isn't generating revenue for the business.

One such area we are finding our clients struggle with, is the traditional process of managing and storing closed files. Believe it or not, there are some firms that still manage their closed files with an Excel spreadsheet and store files in a basement, garage or shed; most of them though use a storage vendor and pay a recurring per box per month fee. Those that use a records management company add other out-of-pocket costs associated with this traditional method, i.e. lodgement, retrievals, box costs, destruction etc – this can cost firms tens of thousands of dollars on archival storage. However, the biggest problem with this traditional model of archiving is the inefficient manual processes that are unaccounted for and which are not generating any revenue for the firm.

No longer do firms need to rely on these traditional methods when there is technology available to simplify the process and management of files, offer free seven-year storage, easily integrate with practice management systems and eliminate valuable time being spent on non-revenue generating activities. That solution is FileMan.

FileMan reduces the escalating costs of file management while taking away the mundane labour associated with managing and storing closed files. FileMan has been in the market since 2005 and is now integrated in over 1,000 law firms globally

Firms that partner with FileMan can expect free file collections, an online library of matters, scanning services, easily accessible files, free PDF retrievals and secure storage for seven or more years and thereafter, destruction – all for one all-inclusive upfront fee that can be recovered at an arm's length disbursement, which means that these services can be delivered at ZERO COST to the firm.

FileMan is 'the new standard in File Management'. www.fileman.com.au

Return on investment

FileMan is a technology provider that offers obligation-free expert advice. All it takes is a 15-minute consultation for FileMan to review your file management processes to then provide a report that details how much your firm is wasting in both time and money over a seven-year period.

With no financial outlay, no customisations required and software that seamlessly integrates with practice management systems, it is a simple and wise business solution for firms to adopt.

If you have been reluctant to explore new technology and processes because of a lack of resources or budget, then this will not be a barrier with FileMan. Finding the right technology solution might take up time in the beginning but the long-term gains will see your firm reaping in the rewards, and let's be honest, lawyers really want to be doing one thing during their work day… practicing law.

So why not take the time to partner with a trusted technology provider that can improve your realisation rate, automate repetitive processes and, most importantly, improve revenue growth?

To arrange a consultation for your firm, call Jason on 07566 270 531 or email info@fileman.co.uk.

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