



Perceptive Software
Measurable Results

ePrebill Manager Module



Frustrated with a Paper-Driven Prebill Process?

Ready to improve the efficiency of managing prebills? Attorneys and administrators share the pursuit to improve law firm billing efficiency. Many firms hire more staff to solve the problem, and yet the process doesn't get any faster or easier. Sound familiar?

Word processing software made editing a bill easier and more flexible. With the first legal time and billing systems, the prebill took on an added dimension, allowing firms to capture time and expenses within a single system. It allowed one to order, print, and distribute prebills while then permitting a billing administrator to take hand-written changes and enter those into the same system where the data was captured.

Unfortunately, the cycle of generating, distributing and reviewing prebills is still a highly manual, paper-based, slow and tedious process laden with duplicate efforts. For many law firms, prebills still exist as a stack of printed prebills sitting on someone's desk and being passed around from person-to-person.

ePrebill Manager

Orion's ePrebill Manager provides a structured electronic method of distributing prebills for review, editing, markup, one-click acceptance and approvals. It increases visibility into the status of prebill assignment and also reduces paper and printer costs of a paper-driven process. The ePrebill Manager speeds up the firm's billing cycles and increases cash flow by getting bills out sooner. The ePrebill Manager is fully integrated with Orion's desktop application and iOrion, Orion's mobile solution.

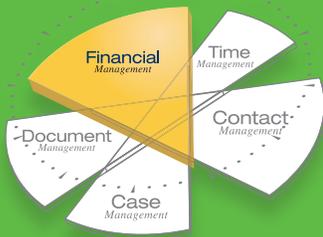
The screenshot displays the Orion ePrebill Manager interface. On the left, a list of prebills is shown with columns for ID, Resp, NEE, Fees, Date, Exps, Alerts, and Deferred. The main window shows a detailed view of a prebill for 'COOKIE FACTORY, THE' with invoice date 9/30/2018. It includes sections for Summary, Fees, Costs & Expenses, Other Accounting, History, Invoice Totals, and Timekeeper Recap. The Timekeeper Recap table shows data for Nancy R. Edwards and Scott Lockwood.

ID	Name	Orig	Original	Billed	Billed	% of
		Hours	Amount	Hours	Amount	Realization
NEE	Nancy R. Edwards	860.90	\$72,180.00	820.00	\$	
LAW	Laura L. Hopkins	160.00	\$16,000.00	148.00	\$25.48	100.0 %
SIL	Scott Lockwood	129.80	\$25,940.00	64.00	\$	96.6 %

“Our firm recently began using Orion’s ePrebill Manager, and we couldn’t be happier. Within the first day our attorneys noted the time it saves them, the ease of use, and convenience it provides. We no longer face dealing with illegible handwriting, there is less time spent editing entries and our attorneys are able to see, in real-time, the effect write-downs and billing adjustments have on the final invoice. Orion’s ePrebill Manager has helped speed-up our billing process and modernize our operations”

Greg Miskulin
Executive Director
Dowling Aaron Inc.

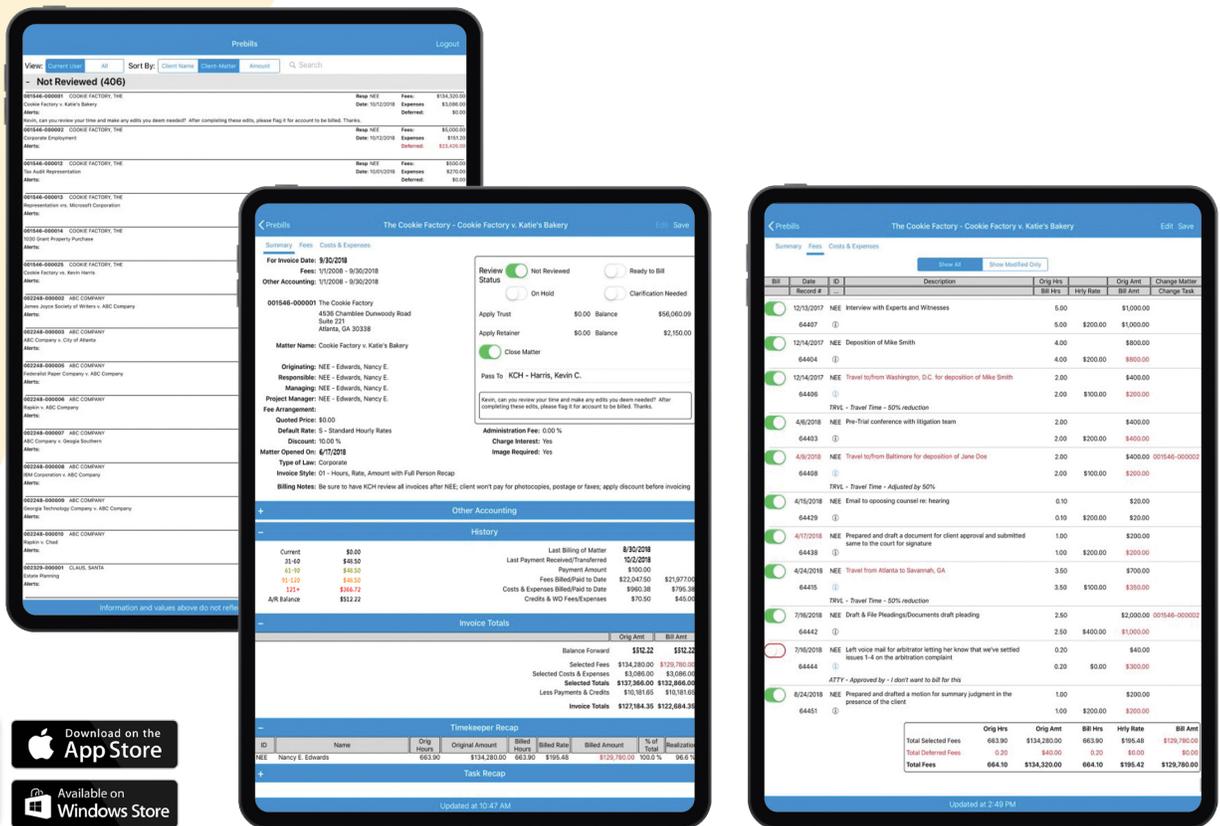
Orion's ePrebill Manager offers a cleanly presented design, mirroring the traditional prebill layout. This format allows for a smooth transition to handling prebills electronically while also offering much greater productivity and collaboration.



Review Prebills On-The-Go

A paper-driven prebill process typically requires attorneys to review and hand-write edits when they're away from the office. Orion understands the needs of modern attorneys, so Orion's ePrebill Manager is available both via the desktop application and on a tablet. This allows attorneys to use mobile features that provide the same depth of functionality they've come to expect from the desktop via iOrion. The point of mobility isn't just to provide access to do some things outside the office; it is to allow attorneys to be more productive while away from their desktops.

With iOrion, in addition to all of the tools they've come to appreciate using via their mobile devices, attorneys are now able to review and edit prebills on a tablet rather than printing stacks of paper and having to carry them around during the prebill process. Orion's intuitive design simulates the appearance of a traditional prebill, smoothing the transition to the paperless prebill. Attorneys can work with the same information they already know but at a much higher level of productivity and collaboration.



Blending the trusted reliability of Orion's Desktop application with the innovative and intuitive user experience found in Orion's mobile application, iOrion, Orion's ePrebill Manager app provides a full-featured solution for attorneys that find themselves on-the-road or simply prefer a tablet version rather than the Desktop application.

For more information about Orion's ePrebill Manager or other products visit www.orionlaw.com or email info@orionlaw.com.

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