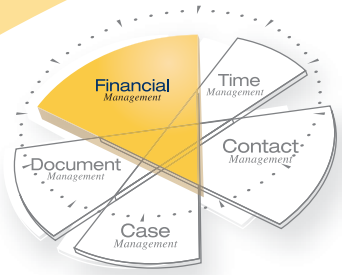
ORION

Perceptive Software. Measurable Results.

Financial *Management*





Looking for a **Complete Solution?**

Orion Provides a Complete Solution for Law Firm Management:

Time Entry
Time Editing
Client Rolodex®
MS Office Productivity Tools
- Integrated Time Capture
Conflict Checking
Client Intake
iOrion
- Remote Access
- Mobile Time Entry
Financial Statistics
Smart Timers®

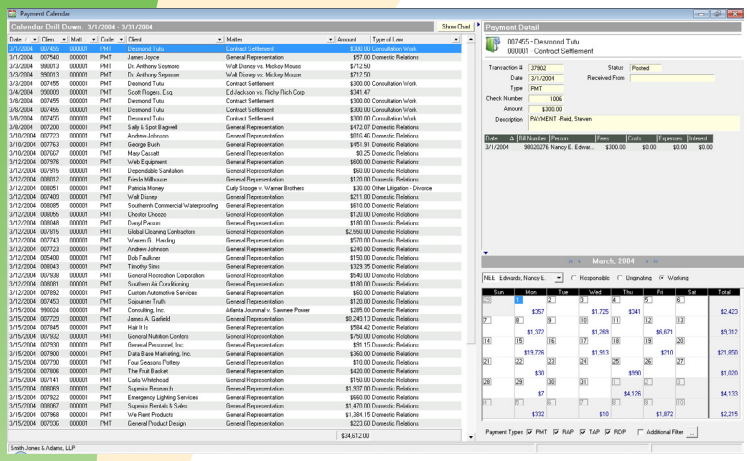
Invoicing
Fee Agreements
Task Based Billing
Split Billing
Electronic Billing-EDI
Records Management
Real-Time Budget Analysis
Cost Recovery
Accounts Payable
1099 Processing
Trust Accounting
AP Imaging

MICR Check Printing
Bank Reconciliation
Accounts Receivable
Retainer Deposits
Reminder Statements
Collections Manager
Debit/Credit Card Processing
Expense Reimbursement
General Ledger
Flexible Financial Statements
Reports
- Standard or User Defined

The Orion Desktop

Payment Calendar

The Orion Payment Calendar allows authorized users to view payments in a calendar format. Full drill-down is available to see the source of the payments and how they were applied (and which Timekeepers received Fee Credits). This is a perfect tool for the busy Managing Attorney and Administrator.



Payments can be filtered by:

- Responsible, Originating or Working Timekeeper
- Payment Type (Payment, Retainer or Trust Applied as Payment and Retainer Deposits)
- Office Location
- Type of Law

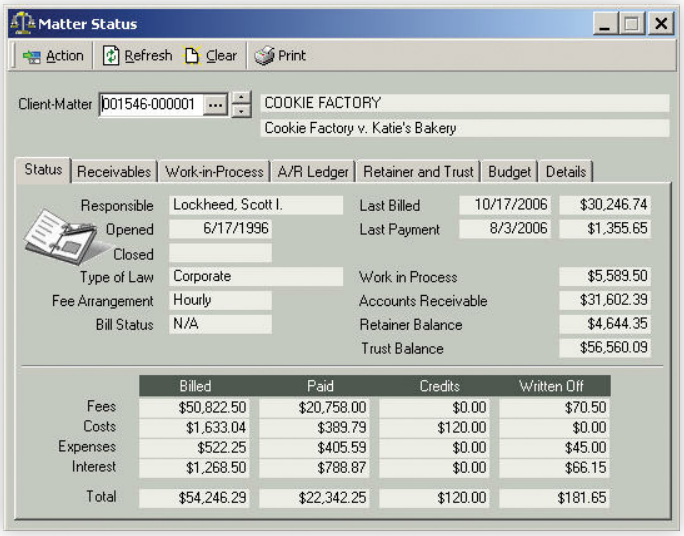
Matter Status

Orion gives you the tools to manage your practice right from the desktop.

When a Client calls, you can see up to the minute statistics - including last payment date, last bill date, invoice detail and recent payments.

Key Financial Statistics

- Firm and Matter Level - Real Time Inquiries
- Receivables
- Work in Process
- AR Ledgers - with timekeeper breakdowns
- AR and WIP Agings on Screen
- Budget Targets - Projections



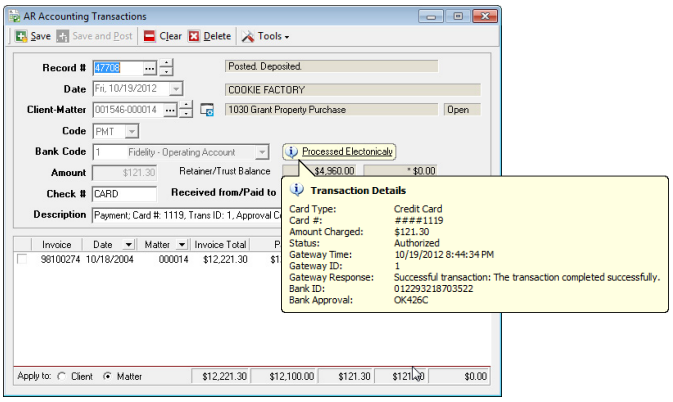
ORION

Perceptive Software.
Measurable Results.

Orion Billing and Accounts Receivable

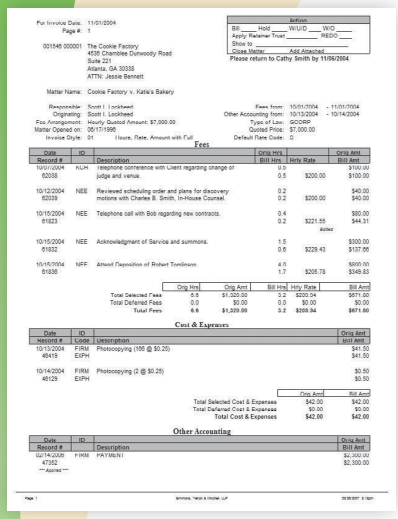
Law firms depend on the quick production of bills that provide their Clients with the necessary information and reflect their professionalism. Orion offers the right combination of flexibility, power and ease-of-use. Orion can make your job easier and more efficient by providing the following features:

- Import Transactions from Popular 3rd Party Systems such as Nuance and nQueue®.
- Invoice & Prebill Format Designer
- Split Billing
- Automatic Printing of Scanned AP Vendor Invoices
- Electronic Billing (Electronic Data Interchange using popular formats such as the LEDES1998B format and virtually any custom format based on your Client requirements)
- Debit/Credit Card Processing with PayPros® Legal Integration



PayPros® Legal Integration

Now, not only is it easy to distinguish credit/debit card transactions from other types of transactions, but access to key elements of these transactions is always available.

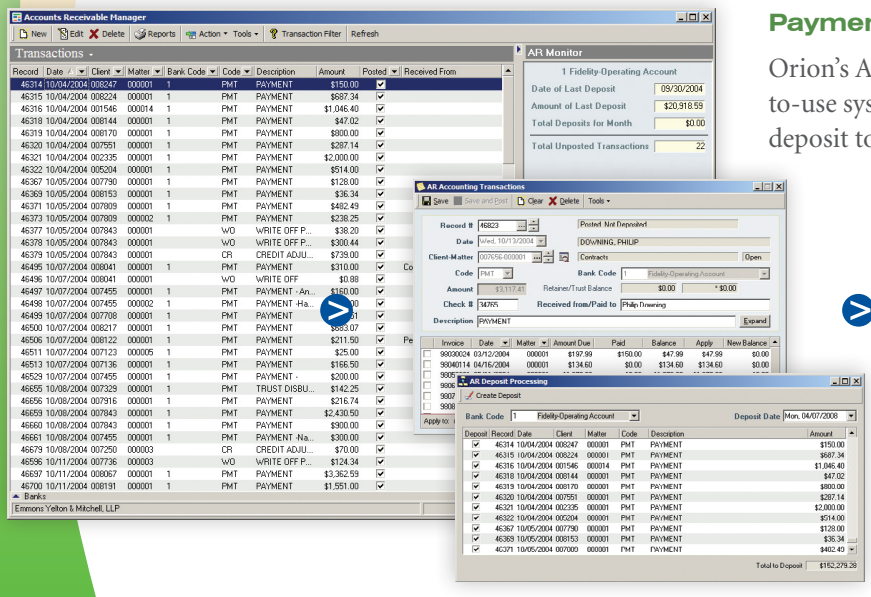


Bill Preparation

Finalize bills in one simple step. Edit hours, amounts, narrative, billing rates adjustments, write ups/write downs from one screen. Orion's advanced bill editor produces picture perfect invoices every time.

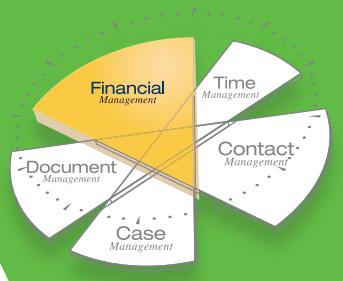
Prebills and Billing

- Prebills, Invoices created with a variety of sorts and user defined sections
- Cover Sheets and Past Due Reminder Statements
- "File Copy" and "Carbon Copy" invoices (copies of invoices to be sent to different addresses) can be created simultaneously
- Distribute invoices via e-mail or send to a standard word processor



Payment/Deposit Processing

Orion's Accounts Receivable system provides a flexible, yet easy-to-use system for entering/applying payments. After confirming deposit totals, Bank Reconciliation is automatically updated.

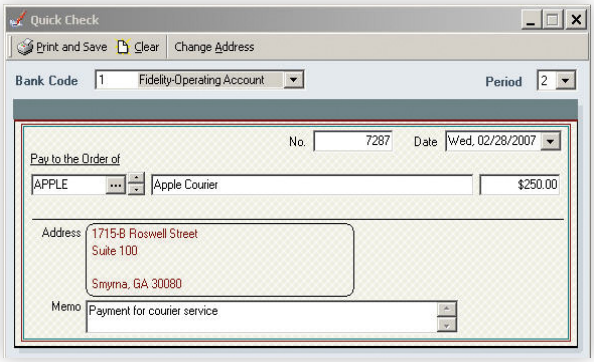


Accounts Payable

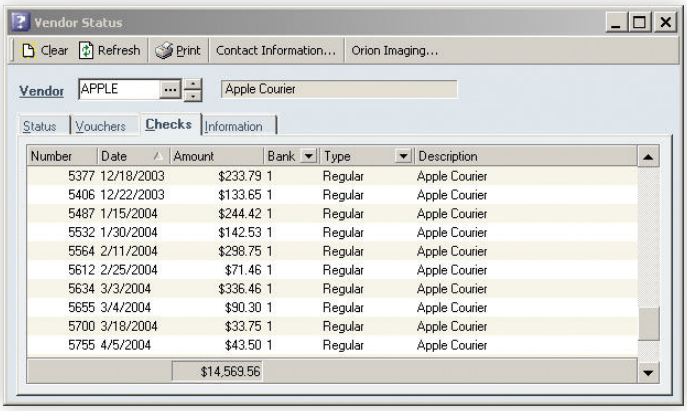
Orion's financial applications record, manage and pay expenses including client advances, recurring payables and trust disbursements.

The Accounts Payable system is fully integrated with Billing, Accounts Receivable, Trust, Bank Reconciliation, Payroll Processing and General Ledger. This integration ensures real-time account status and accurate answers to the firm's inquiries.

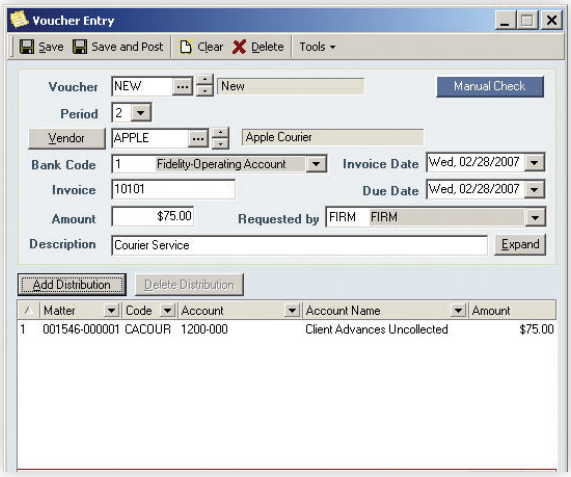
- Vendor Status
- Voucher Entry and Check Processing
- Quick Checks
- Bank Reconciliation
- Supports Invoice Imaging
- Client Advances
- Full Retainer and Trust Reporting
- Advanced Open Voucher Inquiry
- MICR Check Printing



Vendor Status

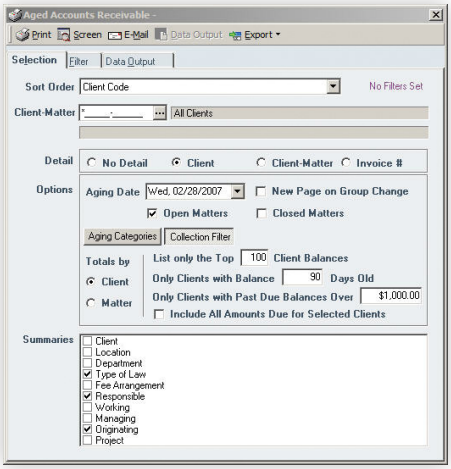


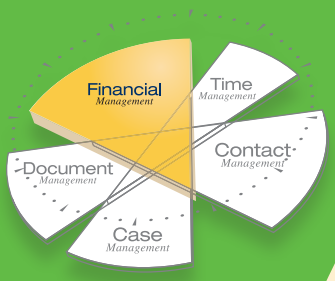
Voucher Entry



Orion Reporting

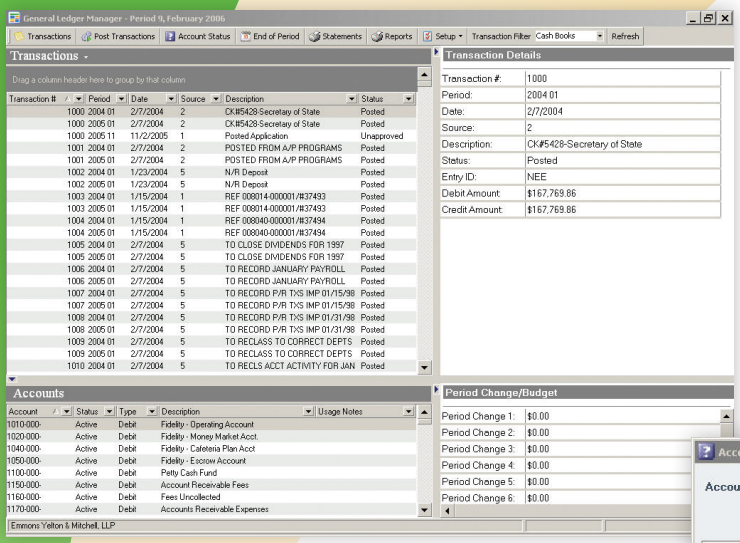
Orion has 100's of Financial Reports with user defined sorts and selections that give you the flexibility you desire in a law firm information system. Output reports to screen, email, spreadsheets, or external databases such as Access™ directly. Easily define what is on a report - summary totals and sections shown -- based on firm preferences. Reporting is how you want it, when you want it.





General Ledger

- Easy to use Screens – Journal entries are simple, always in balance-with automatic audit prompts
- Financials can be provided using Cash or Accrual methods (or both)
- Multiple account inquires and reports
- Flexible reporting with Real-Time Financials
- Full audit trail, reversal capabilities
- Customizable Account numbers with "usage notes"
- Account Status with Budget comparisons and variances





Per	Primary Year	Period Change	Comparison Year	Budget	PTD Compare	YTD Compare	PTD/Budget	YTD/Budget
1	$25,000.00	$25,000.00	$42,526.35	$8,000.00	$24,507.97	($17,526.35)	$17,000.00	($71,000.00)
2	$40,000.00	$15,000.00	$43,847.67	$8,000.00	$13,678.68	($3,847.67)	$7,000.00	($56,000.00)
3	$40,000.00	$0.00	$44,144.06	$8,000.00	($296.39)	($4,144.06)	($8,000.00)	($56,000.00)
4	$40,000.00	$0.00	$44,673.26	$8,000.00	($529.20)	($4,673.26)	($8,000.00)	($56,000.00)
5	$40,000.00	$0.00	$44,673.26	$8,000.00	$0.00	($4,673.26)	($8,000.00)	($56,000.00)
6	$40,000.00	$0.00	$46,592.35	$8,000.00	($1,919.09)	($6,592.35)	($8,000.00)	($56,000.00)
7	$40,000.00	$0.00	$47,838.90	$8,000.00	($1,246.55)	($7,838.90)	($8,000.00)	($56,000.00)
8	$40,000.00	$0.00	$50,416.62	$8,000.00	($2,577.72)	($10,416.62)	($8,000.00)	($56,000.00)
9	$40,000.00	$0.00	$53,557.06	$8,000.00	($3,140.44)	($13,557.06)	($8,000.00)	($56,000.00)
10				$53,557.06	$8,000.00			
11				$53,557.06	$8,000.00			
12				$53,557.06	$8,000.00			

See accounts and detail history – budgets all on one easy to use screen. Drill down and filter options also available.

Orion Financials

- Produce Financial Statements at the push of a button
- Flexible Income Statement and Balance Sheet design
- End-of-month processing is seamless
- Reporting by department or office location is made simple
- Orion provides Financial Accounting flexibility with audit and control features that law firms require

