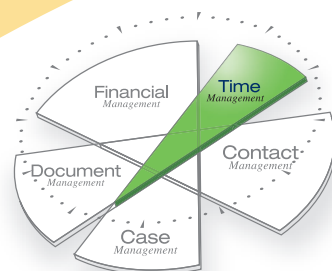




Perceptive Software
Measurable Results

Time Management



Tired of Losing Billable Time?



Studies show that the average firm is losing approximately **1.2 billable hours per day per attorney** - due to a failure to properly record time.

In the modern law office, professionals have multiple methods to produce their work product - handheld devices, online research, email, fax, telephone, mobile phone, etc. - it is easy to see how lawyers lose billable time.

Complex cases, specialized billing requirements and numerous methods of Client communications require a comprehensive law firm information system. This system must be tailored specifically to the unique demands of today's law office.

Firms need a system that makes it easy to account for their time and easy for the back office to bill for that time. Orion does both.

Orion works the way your staff does:

- Track time on **Tasks, Appointments, Emails, Documents** and **Phone calls** by attorney and Matter.
- Multiple projects with multiple Clients
- Matter-specific **Smart Timers®** capture **all your time**
- Time capture from within your Microsoft Office Applications
- Actual versus target/budget goals that are tracked in real time
- See billable and non-billable time totals the way you want: by day, week, month or year.
- Adjust workloads to **increase profitability** at every level – firm wide or Matter specific

iOrion® Mobile Application

iOrion allows lawyers and their legal staff to immediately begin entering time using their iPhone, iPad, Samsung Galaxy, etc. Even while traveling, time can be reflected in office-based systems, and management can always know where every Matter stands as far as billable time is concerned.

iOrion also automatically prompts the user to record their time upon completion of phone calls, emails or other tasks.

Entering time becomes a **quick and easy process**, which encourages attorneys and staff to enter time against every Matter, every time.

January 16, 2014		Thursday, January 16, 2014		\$1,700.00	
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$80.00			
Telephone conference with opposing counsel					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$40.00			
Email to opposing counsel re: meeting					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$40.00			
Email to opposing counsel					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$200.00			
Telephone call with Brad regarding contracts					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$100.00			
Letter to confirm settlement agreement					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$40.00			
Meeting with client regarding settlement offer					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$440.00			
Telephone call with J. Smith regarding production of potential witness list					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$200.00			
Telephone conference with Mr. Kate Harris regarding possible settlement					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$40.00			
Telephone conference with Mike Smith regarding possible settlement					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$200.00			
Advise/Agreement of Service					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$40.00			
Telephone call with Jane Doe regarding possible settlement					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$200.00			
Telephone call with Karen Harris regarding possible settlement					
00158 The Cookie Factory	00001 Cookie Factory v. Kater's Bakery	\$1,700.00			
Alford Declaration of					
00001 Peter H. Frank	00001 Peter H. Frank, Surety	\$200.00			

Orion Time Management – Make the Most of Your Time

- Smart Timers® – One or More Can Run At the Same Time
- Matter-Project Tracking
- Budget Comparisons and Projections
- Time Captured Automatically (Appointments, Tasks, Phone Calls, Documents, E-mails, etc.)
- iOrion® – Mobile Application for Apple iOS (iPhone, iPad, etc.) or Google Android Allowing for Automatic Time Capturing or Remote Manual Entry

Time Manager

61 Fee records found, 1 record(s) selected

October, 2004

Date	Person	Client Matter	Phase Task	Original	Original Amt.	Status
10/01/2004	NEE	008275-000001		1.00	\$300.00	Billed
10/01/2004	NEE	008274-000001		1.00	\$300.00	Billed
10/01/2004	NEE	008213-000001		0.50	\$150.00	Billed
10/01/2004	NEE	007968-000001		0.30	\$90.00	Billed
10/01/2004	NEE	008177-000001		0.30	\$90.00	Billed
10/01/2004	NEE	007540-000001		0.30	\$90.00	Billed
10/01/2004	NEE	008260-000001		0.20	\$60.00	Billed
10/01/2004	NEE	008231-000001		1.60	\$480.00	Billed
10/04/2004	NEE	008278-000001		1.80	\$540.00	Billed
10/04/2004	NEE	008069-000001		0.20	\$60.00	Billed
10/04/2004	NEE	008260-000001		1.80	\$540.00	Billed
10/04/2004	NEE	008177-000001		3.00	\$900.00	Billed
10/04/2004	NEE	007900-000001		0.60	\$180.00	Billed
10/04/2004	NEE	008213-000001		0.30	\$90.00	Billed
10/04/2004	NEE	007417-000001		0.20	\$60.00	Billed
10/05/2004	NEE	007900-000001		1.40	\$420.00	Billed
10/05/2004	NEE	008281-000001		1.00	\$300.00	Billed
10/05/2004	NEE	007729-000003		0.30	\$90.00	Billed
10/05/2004	NEE	007556-000001		0.20	\$60.00	Billed
10/05/2004	NEE	008187-000001		0.40	\$120.00	Billed
10/05/2004	NEE	007417-000001		0.40	\$120.00	Billed
10/05/2004	NEE	007751-000001		0.10	\$30.00	Billed
10/05/2004	NEE	007540-000001		0.30	\$90.00	Billed
10/05/2004	NEE	008231-000001		0.20	\$60.00	Billed
10/05/2004	NFF	008260-000001		0.30	\$90.00	Billed
				75.20	\$19,450.00	

008069 - Superior Research

000001 - General Representation
NEE - Nancy E. Edwards

Entered On: 10/06/2004
Entered By: TDM
Original Time: 0.2
Original Amount: \$60.00
Description of Services: Telephone conference with opposing counsel.

Emmons Yelton & Mitchell, LLP

Time Statistics

	Billable	Non-Billable	Total
Actual Time	75.20	0.00	75.20
Budget this Month	75.00	0.00	75.00
Over/Under Budget	-0.20	60%	-0.20
Average Daily Billable Hours	4.70		4.70
Remaining Workdays in Period	5		5
Projected Hours at the end of Period	38.70		38.70
Projected Percent of Budget	783		783
Daily Hours Needed to Meet Budget	10.15		10.15

Target Rate: \$210.00

Time Manager

Whether you're drafting documents, conducting depositions, making phone calls, or attending appointments, the Time Manager provides an easy way to enter and edit entries all on one screen. Powerful sort, selection and edit features make managing large volumes of time entries easy to do for both staff and attorneys. With appropriate security rights, you can see time entered by individual attorneys, practice groups or the entire firm, in a calendar format by day, week or month.

Target budget information is displayed and helps you stay on track.

Smart Timers®

Smart Timers allow you to track your progress on cases automatically and capture time on multiple projects for multiple Clients via easy-to-use "stop watches". When you're finished, the Smart Timer® will automatically create fee transactions on the proper Matter with the correct rates and total time. These transactions can then be easily reviewed in the Time Manager and in Orion's mobile application, iOrion. Also, with the addition of Orion's Microsoft Office Productivity Pack, Smart Timers can be related to Clients/Matters, into Microsoft Office Applications such as Outlook and Word (outside of your Orion application). Now, you will never miss an opportunity to record your time.

Orion Productivity Pack

Time capture can now take place from directly within the applicaiton were the work is being done. While drafting a new email or reviewing an incoming email in Microsoft Outlook, attorneys and legal staff can reatle the email to the necessary Matter, start and manage timers and when complete, record the time automatically in the Orion desktop application. Time can also be tracked while reviewing or creating new documents in Microsoft Word.

Fee Entry

Client Matter: 001546-000001
Activity: COOKIE FACTORY v. Kaleb's Bakery

Timekeeper, Rate: NEE Edwards, Nancy E. \$200.00
Time, Amount: 0.1 \$20.00

Prepare Settlement Agreement to opposing counsel to review with defendant.

Integrated Time Capturing

Orion's highly intuitive interface allows users to easily capture more billable time, when they need to, from any part of the program by integrating basic day-to-day tasks all into one system:

- Completing a phone call initiated by the Orion Smart Dialer®
- Sending/replying to an email
- Drafting a new document
- Upon marking an appointment or task complete

Dial

Contact: The Cookie Factory
Number: Primary (770) 454-9356
Call Status: On Hook

☒ Create new Journal Entry when completing new call

Telephone conference with

Date/Time: 10/07/2004 04:57:23 PM
Access: Full
Person: NEE Edwards, Nancy E.
Action: Telephone conference with
Party: Hank Aron

Time: 0.10 Bill Time

Telephone conference with Hank Aron

Fee Entry

Record: 62040
Date: Thu, 10/07/2004
Client Matter: 001546-000001
Activity: TFC Telephone Conference with

Timekeeper, Rate: NEE Edwards, Nancy E.
Time, Amount: 0.1 \$22.50

Telephone conference with Hank Aron

Capture your time during day-to-day tasks with one click on your keyboard, it's that simple!