

# Visualfiles®



“I need the freedom to work with flexibility and precision”

My time is precious to me and to my company. I need a system that's designed specifically to enhance and assist my performance.

I need something I can get to grips with straight away, without lengthy training or learning curves.

I need something that creates a central structure that we can all work around and understand. Something that brings together my existing practice management, document management and customer relationship management systems through a standard Microsoft Outlook interface.

minimum input maximum benefit  
**matter management system**

The ultimate matter management tool, developed by LexisNexis Visualfiles, the UK's market leader in case and matter management systems for the legal profession.

For more information call **0113 226 2000** or e-mail [sales.info@visualfiles.com](mailto:sales.info@visualfiles.com)

SOLUTIONS FOR KNOWLEDGE-DRIVEN PROFESSIONALS

Client Development    Research & Knowledge Solutions    Practice & Productivity Management    Risk & Compliance



LexisNexis®



LexisNexis Visualfiles' matter management system has been specifically designed to address the following issues:

- **Risk management:** helping you manage risk in an increasingly litigious world
- **Compliance with standards:** promote compliance company-wide with minimum effort
- **Guaranteed service quality:** maximum service standards from all members of staff in various locations
- **Effective document assembly and management:** total integration with all leading document management systems
- **Essential e-mail management and e-business:** centralised storage of business critical information

You need all of this without restricting the freedom of the professionals to apply their judgement and experience without being overrun by yet more IT systems.

### The most effective way to store and retrieve file information

The system builds cleverly on Microsoft Outlook, the application that most businesses already use as their interface to the world – this means that users already feel confident with the product from day one. To retrieve existing files, it utilises a simple search engine. To store new items, simple 'drag and drop' Microsoft methodology is utilised – users simply place the item into the relevant folder within their system. All this evolves around your own, tailor-made document management toolbar.

### Quick to install – easy to learn

Whether you are integrating it with existing accounts, document management or CRM systems, (we have already created interfaces with Interwoven, Thomson Elite, SOS, BigHand and InterAction) or making a fresh new approach to matter inception and document management, your business can start to enjoy the benefits far quicker than traditional systems. And because of its intuitive interface, users require minimal training as they feel comfortable with the system from day one.

### Powerful and flexible software – grows with your business

The system offers your business a multitude of powerful development opportunities, so you are able to start with a relatively simple system and then build in additional functionality as your business develops further requirements. You may wish to add HR processes, complaints management, CRM, document assembly, or general administration modules – each one tailor-made for different departments within your business. It provides you with instant, central access to a multitude of essential data – providing you with the vital management information to turn into crucial competitive advantage.

### Cost-effective to purchase – fast return on investment

We fully understand the need to develop software that is cost effective and we also know our matter management solution delivers maximum benefit when used by everyone across the enterprise. With this in mind, our customers can benefit from our volume pricing models and in some cases even delay the purchase of functionality, keeping implementations simple, effective and low cost.

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