

LEGAL RECORDS MANAGEMENT



Getting Results

FileTrail generates dramatic labor savings, resulting in bottom-line impact and quick ROI.

The easy-to-use web interface ensures high user adoption, with little or no training.

EPC-standard RFID provides passive tracking with no user intervention.

Integration with other systems keeps Client-Matter information in FileTrail synchronized and up-to-date.

Integration with Commercial Records Centers simplifies transmittal and retrieval of inactive records.

Flexibility to adjust to a firm's specific needs provides a custom-solution at a product-price.

Customers Speak Out

"I didn't know how much time I spent looking for files, and I can't believe how much easier my day is now because of FileTrail."

*Stephen Paschal, Partner
Lovett Harmon Bookman Marks LLP*

"FileTrail is the best-written software I have seen in 30 years of implementing systems."

*Hal Hubbard, IT
Korn Law*

"Implementing FileTrail as a hosted service was very easy. Our system was configured with the fields we asked for, our data was loaded for us, and all we had to do was run Internet Explorer and start using it."

*Lisa Altomare, Office Manager
Lovett Bookman Harmon Marks LLP*

"The flexibility inherent in FileTrail gives us the ability to create custom fields to more accurately reflect the nature of our records."

*Joshua Teeple, CPA, CFE
Director of Litigation Technology Services
Grobstein, Horwath & Company LLP*

FILETRAIL™

...because Paper Happens®

<http://www.FileTrail.com>

Never Search For Another File

Managing client files has become a high-profile problem for law firms of all sizes. FileTrail automates location tracking to provide timely access and retrieval for all staff, at every desktop. With FileTrail, law firms improve profitability by reducing operating cost, increasing billable time, and automating manual tasks.

Control Over Active and Inactive Files

Locating the right files quickly is the key to efficiency, quality of service and competitive edge. FileTrail gives you control over active and archived records, providing powerful tools to automate records-handling tasks.

Legal Staff Benefit From FileTrail

FileTrail saves time for attorneys, paralegals and legal secretaries with easy-to-use tools at their desks:

- Search and locate any file, any time
- Request retrieval of active or archived files

All Staff Save Labor and Time

FileTrail saves labor and time by helping your staff:

- Save time with search tools at every workstation
- Eliminate manual searches for files
- Stop broadcast emails looking for lost files
- Automate creation and labeling of files
- Prevent creation of duplicate files
- Automate archiving and retrieval from off-site
- Automate file room check-in and check-out

Low-Cost Solutions

FileTrail makes records tracking and management affordable for firms with as few as 20 staff with our Hosted Solutions:

- Low startup cost for configuration and training replaces capital expenses for hardware and software
- Low monthly fee provides access for all staff
- No software to install



About FileTrail

FileTrail has been providing records and information management solutions to the legal industry since 2001.

Our solutions reduce operating costs for credit card, consumer lending, commercial lending, trust and other operations, using bar codes or EPC-standard RFID.

System Requirements

FileTrail is a 100% pure Web application. Your solution may be installed on your server or hosted by FileTrail.

Application Server: Windows 2000 or 2003 Server

Database: Access 2000, SQL Server 2000, or Oracle 9i

Workstation: IE 5.5 or later, or NN 6.0 or later

Please see:

http://www.FileTrail.com/ws_tech/Specifications.asp for details

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Advanced Features

FileTrail provides sophisticated automation for firms with more staff and higher volumes of data to manage:

- Integration with upstream systems synchronizes Client and Matter data in FileTrail
- Automatic login using LDAP/AD saves staff time and eliminates the need to memorize another password

Powerful Features Save Time

FileTrail offers powerful features to save time for all staff:

- Fast check-in and check-out with bar coding
- Automatic tracking with RFID technology
- Simplify folder creation with on-demand color coding
- Easy audit tools for war rooms, offices, etc
- Admin support tools save time for legal secretaries
- Design your own labels with bar code and text
- Powerful security controls access and capabilities
- Define any number of fields using your terminology

Contact FileTrail Today!

Ask about our Case Studies on law firms. Contact FileTrail or your local FileTrail representative at:

FileTrail, Inc.
Bank of America Building
12 South First Street, Suite 107
San Jose, CA 95113-2417

Telephone: 800-310-0314
Email: info@filetrail.com
Website: www.filetrail.com