

FACT SHEET

SUMMARY OF NEEDLES SOFTWARE FRONT OFFICE, BACK OFFICE AND LINKS

Front Office

- Full Text Searching (on Notes)
- Firm Wide Scheduling
- Document Management Features (creation and assembly)
- Access to West Law, (West Law subscription required), through a custom button
- Access to Lexis Nexus, (Lexis Nexus subscription required), through a custom button
- Client Relationship Management
- Conflict Searching
- Matter and Contact Database

Back Office

- Time and Billing
- Task Timer
- Report Writer
- Integrates with Timeslips, QuickBooks, and Peachtree.

Software Links

- Docs Open
- Hot Docs
- iManage
- MediConnect.net
- PC Docs
- PCLaw
- Peachtree
- Quickbooks
- Timeslips
- WORLDOX

Mapi Compliant email programs including, but not limited to:

- o Microsoft Outlook
- o Outlook Express
- o Eudora
- o Groupwise.

Word Processing:

- o Microsoft Word
- o Corel Word Perfect
- o Adobe PDF

PDAs: o All pdas that integrate with Microsoft Outlook

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