

### Introduction

Denovo Intelligent Cashroom is a new and innovative range of software and services being offered to legal firms in Scotland. This latest service is a facility whereby a legal firm can employ the expertise of a SOLAS qualified cashier, without having to commit to their onerous employment costs.

Denovo Business Intelligence Limited employs SOLAS qualified accountancy personnel that can run your firm's legal accounts and make sure that your firm is practising within the Law Society of Scotland's Accounting rules. This facility can be made available to you with no capital outlay other than the monthly charge for your chosen range of software and service. The service can be tailored both financially and to your particular firm's requirements no matter the type of law that your firm practices.

Intelligent Cashroom and Intelligent Accounts are delivered to your PC by simply connecting remotely to your system over the Internet. This facility enables your firm to take advantage of the latest technology without having to invest heavily in your IT infrastructure. You are allocated a secure login that only you and members of your firm can gain access to. Your dedicated SOLAS cashier will be able to vet your accounts daily, weekly, monthly to make sure that your firm is complying with the Law Society of Scotland's Accounts rules.

### Key Features and Benefits

- Intelligent Cashroom is available for you to access 24/7.
- Intelligent Cashroom delivers to you the use of Online SOLAS trained Cashiers, without the overhead of their salary.
- Intelligent Cashroom can deliver to you multiple services such as Bank Reconciliation, Monthly Client Ledger Trial Balance, Client Ledger Float Management, Feeing, Firm Ledger Trial Balance, Profit & Loss reporting and more, all vetted by a SOLAS qualified cashier.
- Intelligent Cashroom will enable you to go to your own secure storage area and view online, as often as you wish, all of your daily, monthly and yearly management figures and reports.
- Intelligent Cashroom will deliver to your firm the important Key Performance Indicators (KPI's), enabling you to manage the firm and be able to establish quickly and accurately the ongoing financial performance.

- Intelligent Cashroom will enable you to gain instant access to those KPI's making sure that the Cashroom Partner knows instantly how much money should be in the Client Bank Account.
- Intelligent Cashroom enables you to create Cash Statements and/or do Feeing/Billing straight from the system.
- Intelligent Cashroom delivers to you all of the benefits of having your own in-house cashier without having to pay exorbitant salaries.
- Intelligent retrieval capabilities enables access to accounts without the need to remember complex naming or numbering conventions.
- Intelligent bookmarking allows you to earmark your favourite clients, list of clients, matters and investments for instant access.
- Intelligent Anti-Money Laundering enables the firm to set its own rules reflecting the information relevant to the type of business the firm conducts. Additionally the appropriate KPI's can then be set up to monitor the compliance with the Law Society of Scotland's Guidelines.

### Other Intelligent Cashroom Services

#### Intelligent Time & Files

- Intelligent Time & Files enables you to use one of our online Law Accountants who can vet your files online and can create an accurate fee submission to your client or SLAB.
- Intelligent Files will enable you to create your documents automatically and dramatically cut down on typing time.
- As a by product of creating documents within your Intelligent File the system is clever enough to automatically capture the appropriate charge and your time entries which can then automatically update your daily Timesheet.
- Intelligent Time & Files can produce the appropriate KPI's to make you SLAB compliant, such as your daily timesheet.
- Intelligent Time and Files will enable the automation of your SLAB Compliance reports eliminating those lengthy weekends of catching up on manually producing your daily timesheets.

- Intelligent Time & Files has the ability to create file notes and automatically capture the time element.
- Record Telephone calls and automatically capture the time element.
- Intelligent Time & Files enables you to manage all of your incoming and outgoing emails and automatically store them as part of the electronic file.
- Intelligent Files will enable you to view your client's file whenever and wherever you have access to the Internet.
- Intelligent Time & Files will enable you to store statements and the like, such as those currently supplied to Criminal Practitioners by the Procurator Fiscal on a memory stick. This facility will truly enable you to interrogate the electronic file including all emails in/out, documents in/out and of course file notes and statements.
- Intelligent Time & Files will enable you to create/view reports either from the system or from your secure management report area.

## Intelligent Time & Files Online Law Accountancy Services

Denovo BI's Online Law Accountancy service is an innovative range of software and services being offered to legal firms in Scotland. This latest service is a facility whereby a legal firm can employ the expertise of a Law Accountant, who can vet and create your fee for you online, no matter the complexity.

By simply creating your entries into Intelligent Time and Files, our Law Accountants can vet your file online and create your fee/bill, in the appropriate format, for submission to your client or SLAB, accurately and quickly and at a fraction of the cost you are currently paying.

Fee Types currently handled are:

- Civil Legal Advice & Assistance.
- Children's Legal Advice & Assistance.
- Criminal Legal Advice & Assistance.
- Children's Proceedings (Full Legal Aid).
- Criminal Solemn Legal Aid.
- Private Client work - Interim or Final Fees; Time & Line or Summary Narrative format.

## Benefits

When you send your file for Feeing by our Law Accountant you can still view your electronic file over a secure network connection.

The Electronic File is compared with your paper file by our Law Accountant, adjusted as required and the appropriate account prepared for submission. This will speed up the Feeing process and should also improve your Cash flow.

Where no Electronic File is available, our Law Accountant will produce this for you as a by product of drawing up your account. This provides you with access to an Electronic File both whilst the account is being prepared and forever thereafter.

## Intelligent Executry & File Management

Denovo Intelligent Executry is an innovative software product offered to legal firms in Scotland. This software combined with our latest Intelligent Executry service is a facility whereby a legal firm can employ our staff expertise to carry out the following:

Record all Executry details, for example:

- Assets.
- Additional Estate.
- Sundry Receipts.
- Debts of Deceased.
- Expenses of Administration.
- Expenses of Heritage.
- Beneficiaries.
- Beneficiary's interim payments.
- Pecuniary Legacies.

Intelligent Executry is an online facility enabling your firm to have an electronic file with the ability to automate and manage all your documents in/out, emails in/out whilst giving you the freedom of online interrogation of the file 24/7 throughout the preparation of the Executry.

Intelligent Executry will automate your forms in PDF format and automatically produce your C1, C2, C5 & IHT400.

Intelligent Executry gives you the choice of account that your firm prefers either **Account of Charge & Discharge** or **Capital & Income Accounts**.

**For further information about Intelligent Accounts and other products and services available from DENOVO, please don't hesitate to contact us and we will endeavour to respond to your enquiry as soon as possible.**