

Introduction

A modern Windows based Client Relationship and Case Management software solution that provides a comprehensive Information Management System, to help transform how Legal Firms interact with their clients and how they carry out key functions. Intelligent Files delivers dramatic improvements in both organisational and individual productivity and enhances relationships with clients. Intelligent Files has been designed to fulfill the particular requirements of the Legal Profession and is suited for use by both Private Legal Firms and Legal departments of Public or Corporate Organisations.

Key Features

Intelligent Files includes the following key features:

- Contact Management; storing full client details.
- Categorisation and analysis capabilities.
- Integration with Microsoft Outlook email and diary features.
- Document Management.
- Advanced query and reporting features.
- Virtual Case Files.
- Paths or Action Lists for specific Legal and Management processes eg. Conveyancing Suite, Debt recovery, Litigation Suite, Trust and Executry.
- Task scheduler, highlighting planned actions and overdue events.

Benefits

With Intelligent Files, managing a case is simple and provides an immediate workflow history of the process for staff, individual Fee Earners, Partners and Firm Managers.

As each case proceeds, every step is captured as an item of workflow history allowing the genuine replacement of a conventional paper file (although paper copies of every step are easily generated).

Intelligent Files requires a “one time only” insertion of details and provides a selection of the appropriate choices of action at each key stage of the case.

At the heart of the software is one of the worlds leading relational database platforms, Microsoft SQL Server®, which enables the system to handle large volumes of data efficiently and at the same time deliver fast performance. The user interface has been designed to be non-complex, intuitive and easy to use, with options on customisation to suit each Firms or individual’s particular needs.

Sharon Rodger, with Linda George Family Law Limited (Solicitors) said: *“As a result of using the system we have been able to eliminate practically all repetitive elements of our work, we have greater access to information on each file which means that we can deal with issues raised by both clients and solicitors on the other side more quickly, also the automation of documents and letters allows us to work more efficiently. This in turn allows the partners, time to develop and increase business opportunities, which will be reflected in the service to clients and on the profit margin.”*

For further information about Intelligent Files and other products and services available from DENOVO Business Intelligence, please do not hesitate to contact us and we will endeavour to respond to your enquiry as soon as possible.