



# What makes ALB an ideal solution for your law firm?

Legal Practice  
and Case Management

FACTSHEET



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## ALB can help your law firm to grow efficiently and profitably

ALB combines cutting edge technology and ease of use. It helps drive efficiency throughout the legal practice, providing everything your firm needs to improve productivity and grow in today's competitive market.

### **Case and document management:**

ALB integrates all aspects of a practice and case management into one comprehensive legal software platform that manages financial, client, matter and document processes. It allows you to create greater efficiency, and improve compliance, through the simple and flexible customisation of your business workflows.

### **Efficiency through technological innovation:**

With so much practice management technology available on the market, it can be challenging to navigate your way to the best solution for your firm. We understand the value that one easy-to use application, implemented to meet a firm's specific requirements, can be in helping to fuel maximum efficiency and business growth.

### **Legal accounting**

A single database environment provides comprehensive accounting functions compliant with the Solicitors Account Rules and HMRC. Simplified entry of daily transactions keeps data entry to a minimum, ensuring accuracy and saving time. A comprehensive range of standard reports are also included, along with VAT return, bank reconciliation, purchase ledger and cashflow forecasting functionality. Recent enhancements now enable regional accounting features for the Republic of Ireland and Scotland.

# ALB Features

ALB stands out by providing a fully functional system with unique capabilities. It offers advanced, extensive functionality that ensures a stable and scalable solution that integrates all essential activities of a law firm. Users can conveniently access the system from a unified platform. With a user-friendly interface resembling Microsoft Office, ALB ensures ease-of-use and intuitive navigation. This software is available as both an in-house and hosted solution, providing flexibility to meet diverse needs.



## **Some of the efficiency features that ALB will deliver to your firm:**

**Mobility:** optimised features ensure all users can work efficiently at home or in the office

**Integrated document management:** full text searching, standard templates, versioning, pdf conversion, drag & drop into client files

**Outlook integration:** Users can email directly from ALB and save relevant messages within a matter

**Compliant legal accounts:** A comprehensive range of accounting and billing functions. Regional accounting features are available for firms in the Republic of Ireland and Scotland

**Workflow:** Choose from off-the shelf workflow solutions or an innovative toolkit that enables you to design your own tailored, process-specific workflows

**Client Portal:** ALB's client self-service platform provides 24/7 online access to matter information, including milestones. Easily share documents and information with authorised parties

**Specialist provision:** Fully integrated functionality is available for specific practice areas including conveyancing, probate, PI and legal aid

## Key integrations

We help you leverage the use of ALB by offering seamless integration with other market-leading legal technology providers. They will help your firm to remain compliant, boost functionality and save time.

- Seamless integration with our market-leading time capture software, Carpe Diem
- Cloud Forms offers a digital forms library and managed submission platform
- The National Will Register will aid in ensuring the correct distribution of estates
- Manage dictations directly from a matter or client record with Advanced Digital Dictation

**Legal Partners**



# Why you should change



## Outdated Technology

Using an older system can prevent your firm gaining the functional benefits of the latest advancements in technology. The results could be slower performance, security vulnerabilities, and compatibility issues with newer operating systems and hardware.



## Lack of Features

If your legal software is lacking key features, it may be holding you back from performing tasks efficiently. For example, if your software doesn't include high speed reporting and efficient data, it could take you much longer to complete tasks.



## Poor Customer Support

If you're not getting the support you need from your current legal software provider, it may be time to switch to a provider that offers consistent, accessible user support. When you encounter issues or have questions, you want to be able to get help quickly and efficiently.



## Value

If you're paying a high price for your legal software and not getting the modern features that you expect, it may be time to explore other options.



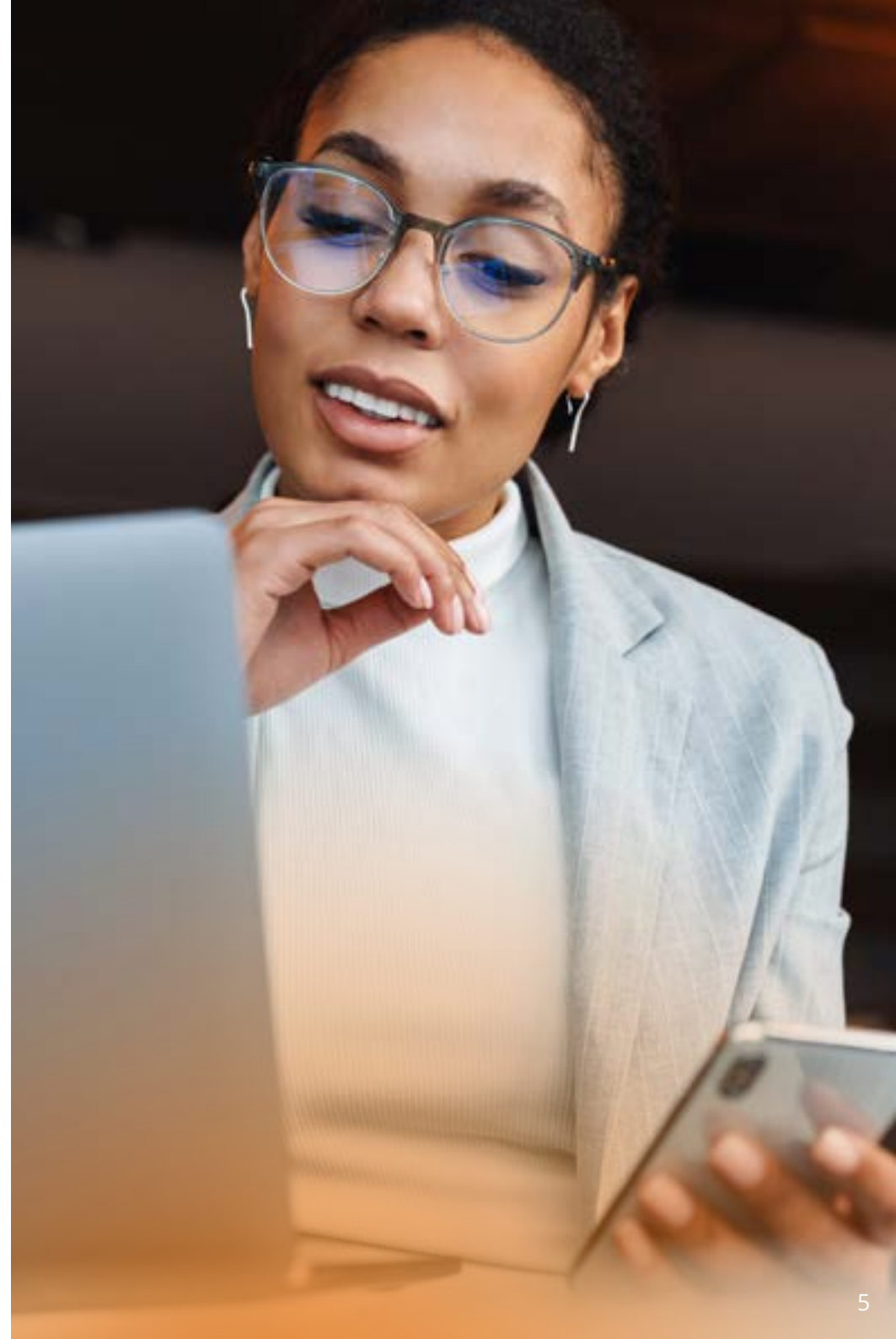
## Integration

If your current legal software doesn't integrate with other tools and systems that you need, it could create additional work and reduce efficiency. Switching to a software that integrates with other tools and systems can help you streamline your workflow and save time.

## How easy is it to change

At Advanced we recognise that undertaking a major IT project isn't just about a technology switch. Over the last three decades we have migrated 1000's of firms from one PCMS platform to another, and we've learnt that a key part of a successful project is preparation. Our tried, tested and trusted service methodology encompasses the complete lifecycle of the project; from first contact right through implementation and beyond the life of the system.

Our deep domain knowledge and experience in change management and user-adoption ensures that we can make your project a success.



## Project Management

In most cases our Project Management Team do not need you to involve or advise your existing supplier of the migration, keeping your plans confidential until you are ready to disclose it. We use recognised methodology to manage the whole of the project from both the customer and vendor perspective managing cost, mitigating risk and ensuring timely delivery. Our projects are designed to ensure that productivity is maintained throughout the project lifecycle and that users quickly adopt new processes and systems.

We will ensure a high level of engagement with our project team from the start and will constantly keep you updated of the progress made. Advanced will employ the use of its CPM framework to deliver the project in a controlled and structured manner, in order to help achieve your project's business outcomes. Communication is held through a series of meetings on site, online or via telephone between all relevant parties that are associated with the project. Aligned with PRINCE 2 principles, CPM uses a partnership approach between Advanced and the customer that balances quality, time and cost. CPM supports a knowledge transfer approach using a "train the trainer" framework, enabling customers to become self-sufficient in the adoption of our software solutions.

## Solution Design

The solution design stage is a crucial element of the process that is carried out prior to your purchase of an Advanced software solution. Our consultants are solicitors, barristers and legal industry experts who work with you to understand your requirements and design a solution that includes software, business process and services. This approach helps us to deliver solutions that ensure you are able to gain competitive advantage and see the return on your investment in the shortest possible time.

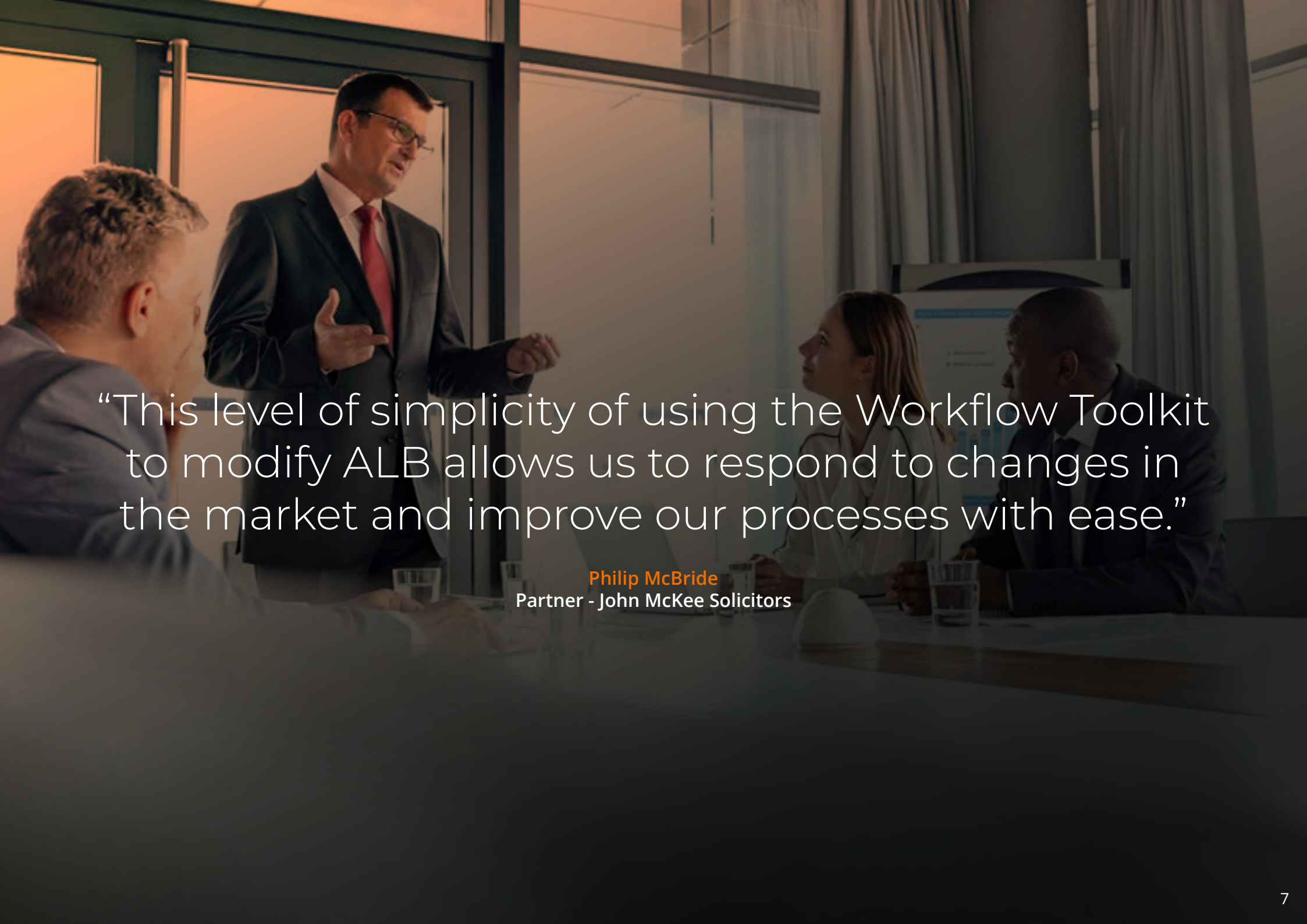
## Data Migrations

Our experienced Data Transfer team are constantly migrating firms existing data into ALB from most of the available Practice Management Systems in the market. Our success is driven by a methodical approach to the data extract, transformation and loading process and creation of standard migration tooling. Our migrations team have many years of experience in the legal industry and work with you from the initial engagement to ensure that all of the data required to run, manage and report on your business is available in your new system.

## Testing

We always carry out at least one test transfer of your data from your existing system into ALB and provide it back to you as a Test Transfer ALB database well in advance of your Go Live so you can see how it will look and give you the opportunity to complete your UAT and feedback any necessary changes you might want before Go Live.



A man in a dark suit and glasses stands in a meeting room, gesturing as he speaks to a group of people seated around a table. The room has large windows and a whiteboard in the background.

“This level of simplicity of using the Workflow Toolkit to modify ALB allows us to respond to changes in the market and improve our processes with ease.”

**Philip McBride**  
Partner - John McKee Solicitors

## Training

Advanced consultants deliver training not just on our own products but also how they help you to achieve process improvement to increase margin and reduce cost. Our consultants all come from a legal industry background and understand first and foremost the requirements to run an effective law business. We provide product, business process, accounting and many bespoke training services both on premise and online.

## Support & Maintenance

With regards to our ongoing support and commitment to you and to ensure that we are working on your most important cases, support is based around a priority and escalation system. When an incident is reported, a priority level is established based upon the information you provide. Target service levels and response times are associated with each priority. The escalation procedure is designed to progress each call as efficiently as possible. Incidents can be reported via the phone or online and at the point of logging your incident, a priority will be assigned based on the information you have provided and the following criteria. Our aim is always to resolve the issue whilst you are on the phone or to begin working on the problem immediately, however, when this is not possible, we adhere to service level agreement targets with regards to our response times.

## Our People

What really differentiates Advanced in the market are our people.

Our perspective comes from a legal industry viewpoint, we employ legal industry domain experts who understand what makes a firm tick and have the benefit of many years successful experience. We firmly believe that our projects are an opportunity for practice improvement and to drive efficiency, in all areas of the professional services delivery team we are uniquely qualified to deliver this goal.

## Look what our clients have had to say:



"Advanced as a supplier are innovative, available and dependable!"

**Andrew Perry**  
Practice Manager,  
Russell & Russell Solicitors



"ALB touches everything we do, from our initial contact with the client to billing them. The integration with applications like Microsoft Word and our accounting software means that we are operating in a more streamlined way and makes it easier to track all the steps in the process."

**Anne Smith**  
Managing Partner,  
Harrisons Solicitors



"This level of simplicity of using the Workflow Toolkit to modify ALB allows us to respond to changes in the market and improve our processes with ease."

**Philip McBride**  
Partner,  
John McKee Solicitors



"The pace of change over the last 12 months has been massive. If we hadn't made the system change, we might be struggling to keep up now. Certainly, we would be limited on certain matter types."

**Adrian Barker**  
IT Manager,  
Ison Harrison

## Client case study

### Challenge

- Implement a practice & case management software such as ALB
- Revolutionising the process of delivering vital information to staff through automation, fostering increased autonomy and significantly enhancing the streamlined of processing data
- Reducing cost of service delivery with the same resources
- Providing first class service with our clientele

### Solutions

- Automated delivery of management reports
- Automated summaries of new matters opened, status of work etc.
- Monitoring systems for overdue bills
- Offer client self-service and collaboration to enhance your services delivery

### Results

- Created efficiencies within their firm, and enabled them to deliver services smoothly
- Greater use of workflows and reporting
- Information enables successful forecasting
- Increased levels of client engagement



#### **Read some of our collateral on ALB:**

[ALB Legal Live](#)

[ALB Accounts](#)

[ALB Cloud Documents](#)



## How can we help?

If you'd like to find out more about ALB or any of our other legal software solutions, please, get in touch with us today.

[Contact us](#)



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