

# LawToolBox Comparison Chart

	<b>Docketing System</b> LawToolBox Online Suite	<b>Basic Calculator</b> LawToolBox Deadlines a la Carte	<b>Your Current System</b> Check all that apply
<b>Deadlines</b>			
Rules-based Calendaring	X	X	
Monitors for Rule Changes	X	X	
Build-Your-Own Templates	X		
Build-Your-Own to Publish	X		
Overlay Your-Own Templates	X		
Case Management/Scheduling Order Templates (20-50%)	X		
Edit Deadlines to Reflect Orders	X		
Add Miscellaneous Deadlines	X		
Generic Matters	X		
Reflects Method of Service	X	X	
Hide one or many deadlines	X	X	
Hide by Default / Customize	X		
Track Hidden Dates	X		
Roll off Weekends	X	X	
Basic Audit Trail	X	X	
Complete Audit Trail	X		
Anyone Can Use	X		
<b>Reports</b>			
Comprehensive Reporting	X		
Email Reminder	X		
Report Filters	X		
Group Calendars	X		
Milestone Reports	X		
Custom Report	X		
<b>Other</b>			
No Annual Fees	X		
Virtually No Training Required	X	X	
Customer Support	X	X	
<b>Calendar Sync</b>			
Concise descriptions	X	X	
Add to Internal Calendars			
Add appearances/appointments	X		
Update & Remove dates	X	X	
Outlook 2003+	X	X	
* Office 365	X	X	
* Google	X	X	
* iCal via Google	X	X	
* Lotus Notes	X	X	
* Mac and PC	X	X	
Add to External Calendars			

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<b>Deadlines</b>				
	Add appearances/appointments	X		
	Update & Remove dates	X	X	
	Outlook 2003+	X	X	
	* Office 365	X	X	
	* Google	X	X	
	* iCal via Google	X	X	
	* Lotus Notes	X	X	
	* Mac and PC	X	X	
	Assign Deadlines	X		
	Auto Sync	X		
	* Office 365	X		
	Outlook 2003+	X		
	* LexisNexis Time Matters	X		
<b>Workflow</b>				
	Permissions	X		
	Marking Deadlines Done	X		
	Assign Deadlines	X		

# LawToolBox Comparison Chart (Detailed)

		<b>Docketing System</b> LawToolBox Online Suite	<b>Basic Calculator</b> LawToolBox Deadlines a la Carte	<b>Your Current System</b> Check all that apply
<b>Deadlines</b>				
<b>Rules-based Calendaring</b>	Calculates deadlines based on rules of procedure for all 50 states	X	X	
<b>Monitors for Rule Changes</b>	Monitors and updates for rule changes automatically, including applying rule changes to deadlines that have already been added	X	X	
<b>Build-Your-Own Templates</b>	Build-your-own deadline templates online allow individual users within each firm to create their own stand-alone deadline templates unique to their practice (e.g. <b>administrative, regulatory, specialized, estate administration, criminal, specialty, etc.</b> )	X		
<b>Build-Your-Own to Publish</b>	* Build-your-own deadline templates online allow individual users within each firm to create their own deadline templates for practice areas with the option to submit to LawToolBox to <b>review, publish</b> to beta groups or co-counsel and/or <b>maintain for rule changes.</b>	X		
<b>Overlay Your-Own Templates</b>	Build-your-own deadline templates online allow individual users within each firm to <b>overlay their own</b> deadline templates unique to their practice on top of pre-built court rule-sets	X		
<b>Case Management/ Scheduling Order Templates (20-50%)</b>	* Rule-sets not only allow users to calculate rule-driven deadlines but also allow users <b>fill in the dates</b> for standard deadlines issued in " <b>case management orders</b> " and " <b>scheduling orders</b> " issued by <b>judges</b> or <b>stipulated by parties</b> (representing 20 to 50% of case deadlines for a typical lawsuit).	X		
<b>Edit Deadlines to Refelct Orders</b>	* Rule-driven deadlines can be <b>edited per orders</b> which are then automatically reflected in case <b>deadline charts, weekly reports, email reminders</b> and user calendars.	X		
<b>Add Miscellaneous Deadlines</b>	Complete deadline repository that tracks <b>calculated</b> deadlines, " <b>case management orders</b> " and " <b>scheduling orders</b> " deadlines as well as a place to enter <b>miscellaneous</b> deadlines stipulated by judges and/or opposing counsel so that, <b>email reminders, case deadline charts</b> and <b>weekly reports</b> are comprehensive and more likely to be fully relied upon and adopted by attorneys and staff.	X		
<b>Generic Matters</b>	Use Generic rule-set to track your miscellaneous deadlines and/or ad hoc dates for your matters that don't have any predictable deadlines or due dates.	X		
<b>Reflects Method of Service</b>	* Allows users to select the applicable "method of service" so that only relevant deadlines appears. Prompting for method of service <b>prevent litigators</b> from getting <b>clutter</b> in their calendar <b>with deadlines that don't apply.</b>	X	X	
<b>Hide one or many deadlines</b>	* Easily " <b>hide</b> " <b>one or many</b> deadlines that don't apply in a <b>single click</b> . Hidden deadlines are removed from reports, email reminders and auto sync to calendar <b>so that litigators don't get clutter in their calendar</b> with deadlines that don't apply.	X	X	
<b>Hide by Default / Customize</b>	* Allows users to <b>set defaults to auto-hide deadlines</b> when new cases set up	X		

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<b>Track Hidden Dates</b>	* Deadline chart option to <b>view list</b> of all <b>rule-based deadlines</b> users have <b>selectively hidden for a particular case</b> (and/or hid by default) so a responsible <b>attorney can double check</b> or view when they review their case deadlines.	X		
<b>Roll off Weekends</b>	* Calculations incorporate rolling so that deadlines <b>roll off weekends and court holidays</b> per applicable rule, and <b>note original date</b> in calendars from which deadline rolled	X	X	
<b>Basic Audit Trail</b>	Displays the most recent information including <b>who added or edited a deadline and when</b>	X	X	
<b>Complete Audit Trail</b>	Displays who added, modified or removed a deadline date or appearance date and when -- and also displays a complete history of all changes. For example, if a date, description or time <b>changed 5 times by 3 different people</b> , the history link will display this info.	X		
<b>Anyone Can Use</b>	* Trigger dates (the dates from which court deadlines are calculated) are organized in chronological order for each rule-set, so a <b>support person who doesn't have experience</b> determining due dates for litigation deadlines has a <b>template to follow</b> and can see at a glance which dates have been entered so far and whats next (handy when staff change).	X		
<b>Reports</b>				
<b>Comprehensive Reporting</b>	* <b>Weekly reports</b> and optional <b>email reminders</b> are relied upon because they are <b>comprehensive</b> and include <b>calculated</b> deadlines, <b>edited</b> deadlines based on agreement between parties or judge's orders, stipulated deadlines from <b>case management orders</b> , and potentially additional <b>internal deadline</b> and <b>reminders</b> if applicable.	X		
<b>Email Reminder</b>	* <b>Email reminders</b> provide <b>long descriptions</b> of deadlines in the body of the email which offer further explanation of the nuance of a deadline along with links to authorities governing each deadline.	X		
<b>Report Filters</b>	* <b>Reports</b> allow for filters by <b>paralegal, attorney, client, department, team or firm</b> (including weekly, milestone and custom reports)	X		
<b>Group Calendars</b>	Deadline entries can be added to <b>practice group</b> and <b>client group</b> calendars	X		
<b>Milestone Reports</b>	* Even though anyone can instantly create custom milestone report, <b>Out-of-the-Box Milestone Reports</b> help managing partners view trial calendars by attorney, office or team.	X		
<b>Custom Report</b>	* Anyone can instantly create custom milestone report for their practice type (for example, one for an <b>"insurance defense"</b> group and another for a <b>"mass tort"</b> group). * Calculated and fill in the blank deadlines contain report codes for Management Reports	X		
<b>Other</b>				
<b>No Annual Fees</b>	No annual, start up, training fees	X		
<b>Virtually No Training Required</b>	The reason we don't charge for training is because anyone can get started in minutes. Law firms that prefer centralized docketing can limit access by designating access based on: view only, editor and administrator permission	X	X	
<b>Customer Support</b>	* Highly responsive customer support to end user and 3rd party resellers	X	X	

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<b>Calendar Sync</b>				
<b>Concise descriptions</b>	* <b>Concise deadline descriptions</b> ensures litigators can easily know deadlines due on a given day when viewing in calendar or phone without having to open each item. The same applies for email reminders. "Hover over" <b>long descriptions</b> make it easy for users to understand <b>nuances of deadlines</b> (and dramatically increase <b>adoption, user confidence</b> ).	X	X	
<b>Add to Internal Calendars</b>	Deadline/appearance entries can be <b>added to INTERNAL calendars</b> based on each user timezone			
Add appearances/ appointments		X		
Update & Remove dates		X	X	
Outlook 2003+		X	X	
* Office 365		X	X	
* Google		X	X	
* iCal via Google		X	X	
* Lotus Notes		X	X	
* Mac and PC		X	X	
<b>Add to External Calendars</b>	Deadline/appearance entries can be <b>added to EXTERNAL calendars</b> based on each user timezone			
Add appearances/ appointments		X		
Update & Remove dates		X	X	
Outlook 2003+		X	X	
* Office 365		X	X	
* Google		X	X	
* iCal via Google		X	X	
* Lotus Notes		X	X	
* Mac and PC		X	X	
<b>Assign Deadlines</b>	* Allows users option to add <b>ASSIGNED DEADLINES</b> to Outlook, Google, iCal and Lotus notes calendars based on each user timezone for all above calendar types	X		
<b>Auto Sync</b>	* <b>Auto sync every 15 minutes (enterprise sync solution)</b> . Allows <b>mid to large law firms</b> (and hi volume small law firms) the option to install sync software on single computer/ser to auto-sync to potentially <b>hundreds of Outlook mailboxes</b> every 15 minutes. Users can choose personal sync to Outlook preference (e.g. in the <b>calendar for one user</b> and <b>task list</b> for another, <b>3 day reminder</b> for one user and <b>same day reminder for another</b> ).	X		
* Office 365		X		
Outlook 2003+		X		
* LexisNexis Time Matters		X		

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<b>Workflow</b>				
<b>Permissions</b>	<b>Permissions:</b> Law firms that prefer centralized docketing can limit access by designating access based on: <b>view only, editor and administrator permission</b> (some large firms like to centralize, others do not)	X		
<b>Marking Deadlines Done</b>	* <b>Managing partners view real-time reports</b> by attorney, practice group, client or firm of upcoming deadlines noting <b>which are "DONE"</b> (and for firms using Outlook 2003+, then can open these reports without ever having to leave their Outlook Inbox). Allows user to mark single or multiple deadlines as "DONE" with a single click	X		
<b>Assign Deadlines</b>	* Allows users to <b>assign specific deadlines to specific users</b> (for example, assigning "discovery deadlines" to Mark, and "summary judgment" deadlines to Mary. Users can generate reports based on ASSIGNED DEADLINES and/or based on all daeadlines associated with ASSIGNED CASES..	X		

*Even if you just start with our basic calculator, with LawToolBox as your deadline management partner, as your practice grows and changes you can grow and transition into even more powerful deadline management tools. An attorney can start with a basic calculator and then in 2 years when their practice has expanded they can graduate to a full-blown deadline management system. As a small firm grows, LawToolBox has the tools to grow with them.*