

Comparison Chart

	LawToolBox Docketing System	Current System * (check all that apply)
Docketing – Deadline Management		
Rules-based calendaring / off-the-shelf	✓	
Rules-based Calendaring / build-your-own	✓	
Monitors for rule changes	✓	
Concise descriptions	✓	
Consistent case mgmt/scheduling order descriptions	✓	
Edit deadlines to reflect orders	✓	
Add miscellaneous deadlines and events	✓	
Roll off weekends & Court Holidays	✓	
Reflects method of service	✓	
Hide one or many deadlines	✓	
Links to authorities to analyze complex deadlines	✓	
Audit trail of who edited what and when	✓	
Manage deadlines from inside Outlook as emails arrive †	✓	
Manage deadlines on almost any device including iPads, Macs & PCs (include Outlook on a Mac) †	✓	
Anyone can use in minutes	✓	
Docketing – Calendar Sync		
Sync deadlines natively to Group calendar for each matter, and to individual user calendars to whom matter is shared †	✓	
Works with any case mgmt software that 2-way syncs with Outlook or Google	✓	
Direct sync with most cloud-based case management	✓	
Direct sync with many premise-based case management	✓	
Add, update and remove appearances, appointments	✓	
Share and update deadlines externally (no software req'd) to external team members who use Outlook (any version), iCal, Google, or Lotus Notes	✓	

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Office 365 Groups Integration †		
Auto provisions a SharePoint site & calendar, OneNote, shared Inbox for each matter	✓	
Single-click to manage notes in OneNote for each matter	✓	
Single-click to save emails & attachments to matter folder	✓	
Single-click to view each matter calendar in SharePoint	✓	
Single-click to open doc folders for any matter in SharePoint	✓	
Each matter has its own email address and shared inbox	✓	
Create a Microsoft Team to manage any matter using existing group for enhanced collaboration, persistent chat by channel and topic, customizable workspace	✓	
Reports		
Centralized, matter-based, on-demand reports in Outlook†	✓	
Report Filters (by user, group, firm, active, closed, recent)	✓	
Upcoming Deadline & Event Reports (by user, group)	✓	
Dashboard access to recent matters/upcoming deadlines †	✓	
Deadlines & reports in O365 on IOS, iPhone & Android †	✓	
Business intelligence on average length of trial & motions †	✓	
Other		
Malpractice insurance discounts	✓	
Leverage Microsoft Office software that users already own and are familiar with †	✓	
Use templates to get started drafting emails†	✓	
Insert deadline charts while drafting emails†	✓	

* Most attorneys manually calculate deadlines and send calendar invites to team members on-at-a-time

† Available with LawToolBox365 Office for Legal which can be purchased with or added to any Office 365 subscription that includes SharePoint (such as Small Business Premium and the Office 365 Enterprise subscriptions).