

# Amicus Attorney News

The Official Newsletter of Amicus Attorney

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## INTRODUCTION to AMICUS ATTORNEY V

### Your Step by Step Guide (5.1.1)

by Lori Berenson

A comprehensive training manual designed for beginner and intermediate users of Amicus Attorney. This easy-to-follow learning guide contains over 250 pages of step by step instructions complete with specific examples and screen shots to help you get the most out of Amicus Attorney.

To order or for more information,  
[click here](#).

## 1. [What's New @ Amicus Attorney?](#)

### New Searchable Knowledge Base

Gavel & Gown Software Inc. is pleased to announce that a NEW Online Searchable Knowledge Base is now available for all Amicus Attorney Annual Customer Service Plan members.

In response to feedback and suggestions from our customers, the Customer Service Team has invested a great deal of time and energy into the creation of this exciting new tool that will help answer product related technical questions.

All Amicus Attorney customers who have a current Customer Service Plan will be granted access to the Knowledge Base. Maintained by the Customer Service Department, and continuously updated to include the most recent information, this tool will compliment the existing customer service options. Featuring FAQs and product information, the Knowledge Base is fully searchable by key word, full text or article number.

Annual Plan customers will be sent unique username and password information via e-mail in early June, that will enable them access to the Knowledge Base. If you do not receive details on how to access this tool by June 6th, please send an e-mail message to: [sales@amicusattorney.com](mailto:sales@amicusattorney.com).

## Legal Laugh

Your monthly dose of humor...

## RAPID RETRIEVE.

Amicus Attorney Version 5.1.1 Users can now automatically request medical records via Rapid Retrieve - simply and securely.

Rapid Retrieve by Mediconnect.net is the leading provider of online medical record retrieval.

Combining the powerful practice management features of Amicus Attorney with quick and easy medical record retrieval from Rapid Retrieve will allow you to convert medical record retrieval costs into billable expenses. The searches and records can be stored on your Amicus Attorney File and you can bill for every medical document retrieved.

## 2. [Special Feature](#)

*2003 TechnoLawyer Awards*



## The 6th Annual TechnoLawyer Awards

### Confirming Amicus Attorney's Market Leadership

Leading technology surveys have consistently confirmed that Amicus Attorney is the top case management program in the country. Just yesterday we received the May/June 2003 issue of Legal Assistant Today, which published its annual survey of technology use across the country. We are proud to report that this survey found that more legal professionals use Amicus Attorney than any other case management program. This is the third year in a row that we have topped this survey - and this year by the biggest margin ever! Similarly, the ABA Legal Technology Resource Center conducts an annual survey of technology use, and again for the past three years that survey has reported more respondents using Amicus Attorney than any other case management program.

The only organization that has yet to declare Amicus Attorney number one is Technolawyer. The [Technolawyer Awards](#) are different from other industry awards in that they expressly are *not* a poll of product quality or usage. Instead, they promote their awards as rewarding a software vendor for being able to convince its customers to vote.

Being that Amicus Attorney is the leading case management program by all the objective polls, we would like to win this award as well. If you have a moment, we would appreciate it if you would show your support for Amicus Attorney and vote for us in the Technolawyer Awards. The voting is going on now, and has a deadline just a few days away, so please take the time now to put in a ballot.

### HERE'S HOW YOU CAN VOTE:

#### 1. BECOME A TECHNOLAWYER MEMBER - It's FREE:

You must be a TechnoLawyer Member to vote. It's FREE so sign-up here if you are not already a member - <http://www.technolawyer.com>. You only need to enter in your name and e-mail address.

#### 2. VIEW a COPY of the BALLOT & CHOOSE YOUR FAVORITES:

Visit the TechnoLawyer Web site to view a copy of the official ballot: <http://www.peerviews.com/ballot-html.htm>

There are 23 categories on the ballot. Select your favorites.

AMICUS ATTORNEY and AMICUS ASSEMBLY are contenders in the following categories:

- #4 - Favorite Case/Practice Management Solution - Amicus Attorney
- #5 - Favorite Client Relationship Management Solution - Amicus Attorney
- #6 - Favorite Document Assembly/Automation Solution - Amicus Assembly
- #7 - Favorite Document Management Solution - Amicus Attorney
- #10 - Favorite Legal Knowledge Management Solution - Amicus Attorney
- #21 - Favorite Legal-Specific Tech Support - Amicus Attorney
- #23 - Favorite New Legal Product for 2002 - Amicus Assembly

#### 3. SUBMIT YOUR BALLOT VIA E-MAIL: <mailto:ballot@peerviews.com>

When you are ready to vote (once you have made your selections) create a new e-mail message. For each category in which you wish to vote, please type the corresponding award number and your answer. You may only list one answer per award category. Put one answer on its own line. Send completed message to: <mailto:ballot@peerviews.com>

### For more information:

E-mail us at

[info@amicusattorney.com](mailto:info@amicusattorney.com)

or call 800-472-2289

Current Amicus Attorney Version 5.1.1 users can download the MediConnect Practice Pack from the Amicus Attorney web site to incorporate the MediConnect content into their Amicus Attorney.

[Click here](#) to download the Practice Pack.

[Click here](#) for more details on how Rapid Retrieve works seamlessly with Amicus Attorney.

**Pass It On!**

Please feel free to pass this eNewsletter on to others who would be interested in receiving it.

[SUBSCRIBE HERE](#)

By simply clicking on the "Subscribe Here" button, they will also start receiving it in their inboxes on a monthly basis.

**SUGGESTIONS**

Have suggestions for the eNewsletter? We want to hear them!

E-mail us at:

[amicusnews@amicusattorney.com](mailto:amicusnews@amicusattorney.com)

For example:

- #4 - Amicus Attorney
- #5 - your selection here
- etc...etc...

The results of these awards will be announced in mid-June ...  
we will keep you posted!



## **You Have to Try This!**

*Practical Tips and Tricks from Amicus Attorney Certified Consultants*



### **DOCUMENT MANAGEMENT (Outgoing and Incoming)**

*By Steven J. Best, ESQ.*

Among all of its wonderful features, Amicus Attorney is a phenomenal tool for keeping track of not only the documents that you produce in your firm, but also of documents that come into your office. Even if you don't have a scanner and don't use companion products like Paperport Pro 9 (which this writer highly recommends as Paperport will automatically link your scanned documents to Amicus Attorney), you can still keep track of, and bill for, incoming documents in each Amicus Attorney File. To better organize the documents you can create custom document categories for each file type. For Advanced and Client/Server Edition users, these configuration changes are made at the Amicus Administrator, choose CONFIGURE: FILES: DOCUMENTS and create appropriate document categories for each file type. Organizer Edition users can configure the document categories from the Amicus Attorney Office.

There are a number of ways to attach your documents to your Client/Files in Amicus Attorney. The first option appears automatically when generating a document through Amicus Attorney (i.e. using Amicus Attorney Master Documents), and the second is by selecting the "ATTACH TO FILE" button in your word processor toolbar (see page 113 of the Amicus Attorney User Guide for more information about proper setup of this feature). In both cases, you will be prompted to save the document (as you normally would) to a dedicated area of your server where you currently save documents, and also attach it to an Amicus Attorney File. This creates a Document Profile on the File in Amicus Attorney which is cross-referenced to the location on the server where the document is housed. The Document Profile allows you to type the name of the document, the document category (see above), and a description so you can easily find it later. The location of the document is already saved for you and offers you the ability to instantaneously create a time entry or print a memo.

Now, in addition to the above, consider using that same document profile to log in documents received (whether scanned in at your office or not). Simply open the appropriate Amicus Attorney File, and on the brad page, select DOCUMENTS and the appropriate category (as set up in the Administrator - see above). Click NEW and create a document profile for the received document. Doing so creates a complete index of all correspondence, pleadings, etc. On the document profile window, simply select "Other" for the file location since you will not be able to use the VIEW DOCUMENT feature at this point (unless scanned in or received in an electronic format).

There are numerous benefits in logging in received documents. Here are just a few:

- (A) You can create a printed index of all documents that relate to a file by printing the brad page (FILE: PRINT PAD)
- (B) You won't forget to bill for the receipt and review of same since the Make a Time Entry button is an option on the document profile screen
- (C) You have an easy file by file reference of ALL documents.

Even if you don't create regular bills to your clients, (A) and (C) are most useful for any firm. This list can even be printed as a document index by printing the brad page or by creating a customized report with Crystal Reports. The Crystal Reports driver is included with Amicus Attorney Advanced and Client Server Editions.

Compliments of:

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[www.bestlawfirm.com](http://www.bestlawfirm.com)

*Steven J. Best is an attorney and is the President of Best Law Firm Solutions, Inc., a law office practice management and software consulting firm based in Atlanta, Georgia. He has an educational background in law, accounting and economics, and consults with law firms on software and technology. The staff at Best Law Firm Solutions have worked with law offices and law departments of all sizes and disciplines throughout the United States. Steve is a certified premier consultant and trainer for Amicus Attorney, PCLaw/PCLawPro, CaseMap/TimeMap and Hot Docs.*



## Legal Tips

*Tips from Legal Industry Experts on How to Effectively Manage Your Practice*



### Case Management Stumbling Blocks: Killer Bees & Profit Thieves

By Nancy Byerly Jones

*Reprinted with permission from Lawyers Weekly USA, the national newspaper for small-firm lawyers.*

An article I authored many years ago about law office killer bees generated a lot of feedback from readers.

A killer bee fits the following profile:

1. Long-term employee
2. Good work ethic
3. Highly skilled and knowledgeable
4. Works long hours
5. Attorneys think he/she is irreplaceable (they think so too!)
6. Chronic lousy attitudes
7. Constantly complaining
8. Never ever wrong (according to them)
9. Has run off other valued employees
10. Does not want anyone hired who might outperform them

I call them killer bees because on the surface their skills and talents seem priceless. In reality, however, the damages heaped on a firm by their bad attitudes far exceed the value of their skills. Apparently others share my theory regarding the harm done by law office killer bees. I have been told that my killer bee article has been slid anonymously under partners' doors; it has been posted on break room bulletin boards, distributed at paralegal and secretarial association meetings, and more. And I continue to receive head-nodding affirmation from lawyers and staff whenever I speak about killer bees at CLE programs and other workshops.

This is unfortunate as it indicates that killer bees are still out there doing their subtle, but costly damage. Be on the alert before you get stung.

#### The Profit Thief

The attorney counterpart of a killer bee is what I call a "profit thief." To identify a profit thief, look for the following characteristics:

1. Reputation as a good lawyer
2. A law firm partner or leader
3. Highly skilled within his/her field of law
4. Maintains a steady and large client base
5. Good rainmaker

6. Seems more concerned about money issues than people
7. Very resistant to new methods and systems
8. Treats staff with a holier than thou attitude
9. Expects staff to maintain regular workload and pace while learning new systems and software programs
10. Procrastinator who expects all his/her work to be done on an "ASAP" basis

Attorneys who are profit thieves may appear on the surface to be productive rainmakers for their firms. Their unwillingness to learn new technology and systems when it is smart to do so, however, causes a persistent and cancerous drain on bottom line profits. Like killer bees, their seemingly high value to the law office is negated by the subtle, but steady damage of their poor attitudes and self-centered ways.

It is easy to track the fees an attorney earns; it is harder to quantify the damage done by profit thieves, but that does not mean the financial drain is not real. My law office consulting experience has shown me over and over that the wide range and long-lasting effects of problems caused by profit thieves and killer bees are far greater than any talents they bring to their firms.

### **How To Cut The Losses From Profit Thieves & Killer Bees**

How do you stop the damages caused by killer bees and profit thieves?

- First, distinguish between people who are just experiencing a few bad weeks or months and those who are true chronic killer bees or profit thieves.
- Once identified, hold everyone (attorneys and staff) accountable to do the things that are in the firm's best interest (e.g. shedding the bad attitudes, learning and using new office systems and software programs, etc.).
- Understand that accountability means more than asking someone to do something; it means real actionable consequences being imposed for noncompliance.

If you've given killer bees and profit thieves fair opportunities to change and they still refuse, tougher decisions may need to be made. You have at least two choices as outlined below:

1. Ask yourself, "Am I willing to change my attitude and wishes and can I accept the stress caused and the losses incurred by the profit thieves and killer bees in my firm?" If so, quit letting their self-centered attitudes, actions and non-actions get under your skin. Look at the "costs" associated with a profit thief as costs that you are willing to accept and spend your energies on the many other challenges faced by today's small firm.

or

2. Ask yourself, "Am I fed up with the problems caused by killer bees and profit thieves? Do the negatives of continuing to work with them outweigh the positives?" If you answered "Yes" to both of these questions, it is probably time to take a hard, thorough and honest look at the pros and cons of continuing to work with these types of people. There may be some difficult and gut-wrenching decisions to be made, but it is much tougher in the long run to live with the consequences of keeping our heads in the sand instead of facing our problems head-on.

And, finally, if you think you may be identified as your firm's killer bee or profit thief, I hope you will give strong consideration to changing your ways. By doing so, you will learn to appreciate and treasure the benefits derived from true team playing. And, it will no doubt be one of the most valuable contributions you will ever make for your firm and yourself.

Full article available in *Lawyer's Weekly USA* - April 28th, 2003 [www.lawyersweekly.com](http://www.lawyersweekly.com)

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*Attorney and mediator Nancy Byerly Jones practices law, serves as a law office consultant and runs an attorney/staff retreat*

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## YOUR LEGAL LAUGH

Your monthly dose of humor...

**The following are actual extracts from transcripts of trials in American court rooms:**

1. "Do you recall the time that you examined the body?" "The autopsy started around 8:30 p.m." "And Mr. Dennington was dead at the time?" "No, he was sitting on the table wondering why I was doing an autopsy."
2. "Was it you or your younger brother who was killed in the war?"
3. "Did he kill you?"
4. "Doctor, how many autopsies have you performed on dead people?" "All my autopsies are performed on dead people."
5. "You were there until the time you left, is that true?"
6. "How many times have you committed suicide?"
7. "How was your first marriage terminated?" "By death." "And by whose death was it terminated?"
8. "Can you describe the individual?" "He was about medium height and had a beard." "Was this a male, or a female?"
9. "Were you present when your picture was taken?"
10. "How far apart were the vehicles at the time of the collision?"

*Reprinted with permission from: The Comedy Zone - [www.comedy-zone.net](http://www.comedy-zone.net).*



### Spotlight On ...

*Highlighting a Feature of Amicus Attorney*



## Contacts Module - Contact Relationships, Conflict Checking and Contact Reminders

The Contacts module stores all of the information about the people in your practice. The module offers a wealth of functionality that can help you keep track of everyone you deal with in a day. Tracking your interaction with these people, and the inter-relationships that they may have are important parts of Amicus Attorney. Among the many features of the program is the ability to track contact relationships, to check for conflicts, and to set reminders to stay in touch with individuals.

### Contact Relationships:

You can establish relationships between your contacts as well as specify the nature of those relationships. This allows you to better manage your contacts and gives you instant access to how they are associated.

Related contact details include both the Relationship with the selected contact and also the Reciprocal Relationship where applicable. For example, on Jane's contact card Sue would be listed as her mother, and therefore the reciprocal relationship could be listed on Sue's contact card to show that Jane is her daughter.

A list of default relationships is provided for your convenience, but it can be modified to ensure that the options properly reflect the nature of contact relationships in your practice. Advanced and Client/Server Edition users can customize this list from Amicus Administrator, and Organizer Edition users can modify the list from within their Amicus Attorney Offices.

Viewing Related Contacts: Open a contact, then on the Brad page to the right, click on the drop-down menu to display the other contact information. Choose Related Contacts from the list. If this contact has any pre-existing relationships, then each of the names is listed with their relationship to this contact. Double-clicking will display the Related Contact Details. This will allow you to see the complete relationship information, and to modify if necessary. Clicking the *i* button will take you to the related contact's own card for more information.

Creating a new contact relationship: From the Related Contacts brad page, click the New button at the top, or right-click and select New. In the Related Contact Details dialog that appears, enter the appropriate information.

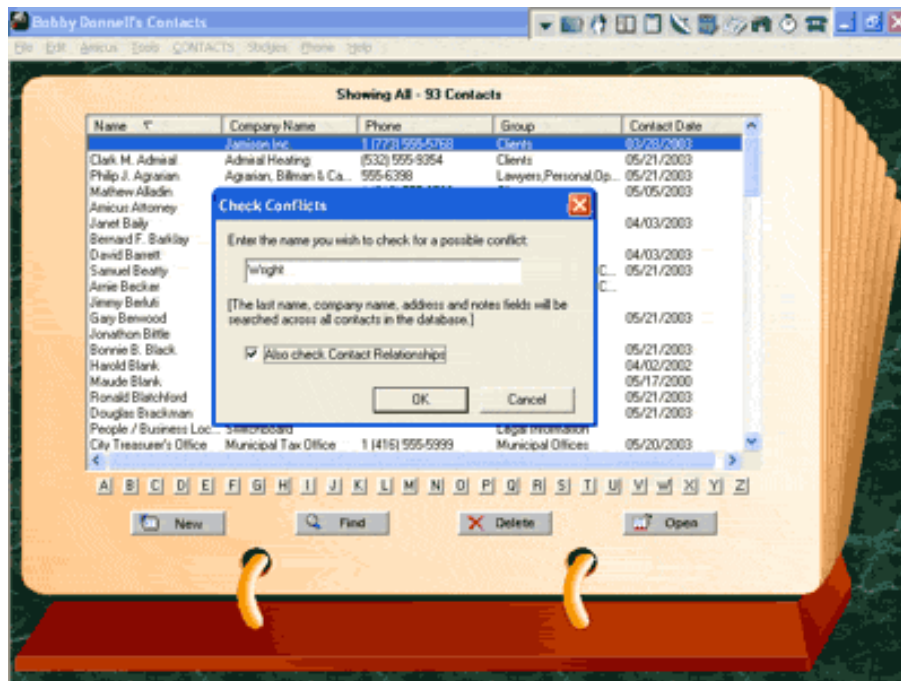
Editing an existing contact relationship: Double-click on a related contact's name in the list, or right-click on the list item and select Edit.

Removing a contact relationship: Highlight a related contact in the list, right-click, and select remove or double-click on the related contact and click the remove button. The relationship is removed along with any reciprocal relationship. Only the relationship(s) are removed, contacts are not deleted.

(Please note that the Contact Relationships feature requires Version 5.1 or greater.)

### Conflict Checking:

Amicus Attorney can help you check for possible conflicts of interest amongst the contacts in your database. This is another valuable practice task that you can perform with the Contacts module. Your conflict of interest searches for contacts can also include a search for contact relationships as described above.



zoom

From the Contacts Index > select CONTACTS > Check Conflicts. When the Check Conflicts dialog appears, type the name of the contact or company name you would like to check a conflict for. You can even type a partial name or other identifier such as a social security number. The last name, company name, address and notes fields will be searched across all contacts in the database. This ability to search across contacts for all firm members ensures a comprehensive check.

If you have indicated that you would also like all related contacts shown in the search results, by checking the box Also Check Contact Relationships, then all contacts related to the main contact, as well as those to whom the main contact is related, will be listed. (This feature requires 5.1 or higher)

Amicus Attorney will list potential conflicts of interest, and allow you to view the files with which the potential conflict is associated, so you may make the correct judgment. Double-click a name in the Contacts Index to see that person's contact detail. In the contact detail, choose All Files from the drop-down list at the right of the display to see all the Files on which this contact appears. Each entry on the list contains the name, company name, phone number, the nature of the relationship, and the last contact date. All of this information will help you determine whether there is a conflict of interest. The Notes page is also searched when you do a conflicts check. It can be used to store information that might be relevant to a possible conflict of interest. Tip: store the client's social security number on the Notes page and search on this number when checking conflicts. People's names can change, but this number is more likely to remain reliable. Always remember that for all cases, you must make your own independent determination as to whether a conflict of interest exists. Amicus Attorney is only a tool that will assist you in identifying potential conflicts.

### **Contact Reminders:**

In a busy practice, it is often difficult to keep in touch with people as often as you should. One of the most important aspects of business development is keeping in touch with your clients. Amicus Attorney automatically records the date whenever you contact anyone. You can instantly see on a contact card what your last contact date was. If you like, you can also have Amicus Attorney remind you if it's been too long since you were in touch. If you need to keep in contact with someone on a regular basis, you can specify how much time passes before Amicus Attorney reminds you to contact him or her.

To Set a "Keep in Touch" Reminder: Click the Remind Me to Keep In Touch checkbox at the bottom left hand side of the contact card, and then type in the desired number of days in the box provided.

This shows just three of the many features offered in the Contacts module to help ensure that you are always on top of your practice.



## **FAQs - Frequently Asked Questions**

*Our Customer Service Team Provides Answers to Some Common Technical Questions*



### **1. How do I make a proper backup of Amicus with my tape backup system?**

The proper way to do a tape backup of Amicus Attorney Version 5.1.1:

- Create regular backups through the Amicus Administrator. This can be setup to be done automatically with the Client Server Edition (keep in mind that the Administrator will need to be kept open for this to work - even with a non-embedded installation). With the other editions you will need to do the backups manually by going to the Database menu > Backup.
- Advanced & Client/Server Editions: Set your tape backup system to backup only the \Team50\Backup folder and the \Team50\Template folder.
- Organizer Editions: Set your backup system to backup only the \Amicus50\DMPFILES folder and the \Amicus50\Template folder.
- If using Amicus Assembly: Set your backup system to also backup the \Amicus50\AmicusAssembly\Applications folder.



## **Amicus Attorney Premier Consultants**

*Training, Events and More!*



Amicus Attorney Premier Consultants are professionals who are nationally qualified to sell and install all Amicus Attorney products and to provide their customers with on-site training and support.

### **Training Programs Offered by our Premier Consultants:**

Here are some of the training sessions being offered by some of our Premier Consultants this spring. For more information or to register for a class, please contact the consultant firm directly. All times listed in EST unless otherwise indicated.

## **CLASSROOM TRAINING:**

### **Best Law Firm Solutions Inc.**

Atlanta, GA  
 (770) 998-3800  
[www.bestlawfirm.com](http://www.bestlawfirm.com)

For more details, visit their [web site](#).

Date	Time	Training Session	Location
May 30th, 2003	9:00 am	Advanced Amicus Attorney Workshop	Atlanta, GA
June 13th, 2003	9:00 am	Amicus Attorney - The Amicus Administrator All functions of the Administrator including creating documents, editing master documents, setting up billing rates, database backup, local workstation installs, customizing and troubleshooting the database, importing and exporting plus more will be covered.	Atlanta, GA

### **TQS Solutions, Inc.**

Morganville, NJ  
 (732) 972-8082  
[www.TQssolutions.com](http://www.TQssolutions.com)

For more details, visit their [web site](#).

Date	Time	Training Session	Location
June 5th, 2003	Session 1 - 9:00 am	Amicus Attorney "What's New in Version 5.1.1" and "Most Useful Features"	Morganville, NJ
June 5th, 2003	Session 2 - 1:30 pm	Amicus Attorney "Administrator Training v5.1.1 Customization and Backup Options"	Morganville, NJ
June 12th, 2003	Session 1 - 9:00 am	Amicus Attorney "What's New in Version 5.1.1" and "Most Useful Features"	Morganville, NJ
June 12th, 2003	Session 2 - 1:30 pm	Amicus Attorney "Administrator Training v5.1.1 Customization and Backup Options"	Morganville, NJ
June 26th, 2003	Session 1 - 9:00 am	Amicus Assembly - "Possibilities of Document Management - Creating Templates"	Morganville, NJ
June 26th, 2003	Session 2 - 1:30 pm	Amicus Assembly - "Advanced Assembly Features - Lists & Queries"	Morganville, NJ

## **ONLINE & CD-ROM TRAINING PROGRAMS:**

### **CD-ROM TRAINING**

#### **2b1 Inc.**

San Francisco, CA  
 (415) 284-2221  
[www.2b1inc.com](http://www.2b1inc.com)

For more details, visit their [web site](#).

CD-ROM - Amicus Attorney V Basic Training
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### **eCLASS TRAINING**

#### **ProBill Law Firm Solutions**

Boca Raton, FL  
 (800) 299-9177

For more details, visit their [web site](#).

Date	Time	Training Session	Location
Flexible Dates	9:00 am 11:00 am 1:00 pm 3:00 pm or 5:00pm Weekend and late nights available.	eClass Training (Web Based training) - <i>choose from:</i> Basic Application Training Advanced Application Training Application Troubleshooting Quick Start (New Clients Only)	Web based - You can take classes directly from your own computer.
June 9th, 2003	3:00 pm	<b>TRN201 Amicus Attorney - Basics</b> Setting up Contacts, Files and using the Calendar, Telephone & Email features	Web based
June 11th, 2003	3:00 pm	<b>TRN202 Amicus Attorney - Advanced Calendar</b> Court rules, attaching actions to a calendar event such as generating a document or sending an email, working with the group calendar and more	Web based
June 13th, 2003	2:00 pm	<b>TRN203 Amicus Attorney - Document Assembly</b> Merge information from Amicus Attorney into your documents while linking the document to a File for future reference	Web based
June 16th, 2003	3:00 pm	<b>TRN204 Amicus Attorney - The Library</b> Organize your research materials for easy retrieval, i.e., word processing documents, spreadsheets, websites, paid services.	Web based
June 18th, 2003	3:00 pm	<b>TRN210 Amicus Attorney - Version III to Version V Upgrade - New Features</b> User groups, date stamping, listing of calls and messages for today and much more.	Web based
June 19th, 2003	3:00 pm	<b>TRN 211 Amicus Attorney - Version IV to Version V Upgrade - New Features</b> Library module for research and knowledge management, E-Mail integration, full text search for documents and more.	Web based
June 25th, 2003	3:00 pm	<b>TRN205 Amicus Attorney - Timeslips Link</b> Use Amicus Attorney to track your time as you work then transfer it to Timeslips for billing. Exchange contact information between the programs.	Web based
June 27th, 2003	2:00 pm	<b>TRN215 Amicus Attorney - Advanced Edition to Client/Server Edition</b> Outlook synchronization, enhanced security, remote office feature and automatic backups	Web based
June 30th, 2003	3:00 pm	<b>TRN206 Amicus Attorney - QuickBooks Link</b> Use Amicus Attorney to track your time as you work then transfer it to QuickBooks for billing. Exchange contact information between the programs.	Web based

## EVENTS:

You can also visit our Premier Consultants at these events across the country...

### JUNE 2003

Date	Event	Location	Consultant Firm
June 8th - 13th, 2003	Louisiana State Bar Association Summer School and Annual Meeting <a href="http://www.lsba.org">www.lsba.org</a>	Destin, FL	Northshore Technology Center
June 25th - 28th, 2003	The Florida Bar 2003 Annual Meeting <a href="http://www.floridabar.com">www.floridabar.com</a>	Orlando, FL	InTouch Business Consultants <a href="http://www.intouchbc.com">www.intouchbc.com</a>

### JULY 2003

Date	Event	Location	Consultant Firm
July 21st - 26th, 2003	The Mississippi State Bar 2003 Annual Meeting <a href="http://www.msbar.org">www.msbar.org</a>	Sandestin, FL	Northshore Technology Center

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