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# PRACTICE MANAGEMENT OPTIONS

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## Law Practice Management Options

There are many types of Law Practice Management software systems available in today's marketplace. Law firms can choose from cloud-based systems, traditional software modules, and creating custom databases for their law firm management needs.

How do you determine what LPM software is best suited for your firm or department's needs?

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This assignment will introduce you to the various options available and help you decide which option is the right option for a firm or department you

encounter. In addition, this assignment will be the basis for one of the projects in the class and will hopefully go hand-in-hand so don't have to duplicate effort later.

## What are the options?

Hopefully, the reading you have done so far in this section of the course has convinced you that law firms need some sort of LPM system. Of course, there are many choices.

The ABA has put together a [chart](#) that shows the various types of LPM software packages available today. As you can see from the chart, many options exist. In fact, it can be a little overwhelming!

There are a few key issues to consider when choosing an LPM system. First, think about how the firm currently operates. Can you find or recommend a solution that closely matches the current set up to make for an easier transition?

For traditional software, does the firm currently have a server? How old is that server? Can the new LPM system run on the existing hardware or will the firm be required to make an investment in new server and/or work stations for its users just to run the software? What kind of backup system does the firm currently have for its data?

**LPM systems are important to the success of a law firm. There are many options and the choice needs to be made carefully.**

If the firm wants to move to a cloud-based system, how good is its internet connection? Does the firm have a backup connection, in case the first internet connection fails? Does the firm have any concerns about storing its client information in a cloud (i.e., on someone else's server)?

Second, consider what the needs of the firm are. Do staff members need to be able to access firm information while out of the office? Does the firm want its clients to have access to files through a client portal? Does the firm want both a practice management and billing




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Cloud-based?

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Server based?

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Hybrid model?

system?

Third, consider the technological sophistication of the firm. Will significant training be required? Will the individuals in the office actually use the system? The investment can be significant and users must be willing to use the system to make it work.

For more, read white papers attached to this assignment from Clio and Rocket Matter, two of the leading LPM providers in the cloud computing market. In addition, read the case study on Time Matters (a Lexis Nexis product).

## Concluding Thoughts

For this week, read the material above and attached to the assignment. In the forums, post your thoughts on what you would want in an LPM software package and which product available today best meets those needs.