

# iHello Voice Outlook for Law Firms is an always-on service that allows your attorneys to use any phone to access the functionality they need to be productive in real time. Each day an increasing number of law firms are finding that iHello provides a powerful, simple solution for the entire firm.

## KEY FEATURES

### Email

- Listen to email messages
- Compose new emails
- Delete, reply, and forward emails
- Instantly call the sender

### Making Calls

- Just say the name to call
- Dictate a memo after each call
- Keep track of billing information

### Calendar

- Access any appointments
- Choose different dates

### Voice Mail

- Access voicemail at work
- Access voicemail at home
- Access voicemail on cell phone

### Attachments

- Fax to any fax number
- Forward to any contact

### Dictate Memos

- Dictate memos and letters
- Automatically transcribe to text

## Full Productivity from Any Phone

With a single call, attorneys can:

- Manage email in real time
- Instantly call any contact
- Access appointments in calendar
- Access voice mail (work, home and cell)
- Fax/forward attachments
- Dictate memos

Lawyers make their living by speaking. iHello Voice Outlook allows every lawyer to leverage the telephone – a device they already have and are comfortable using – to access critical information and be more responsive to

## A Solution for Every Contingency

Firms need to be prepared for every contingency, including the possibility of employees unable to reach the office for days or weeks. iHello can help prepare for such contingencies, by giving every employee access to critical systems whenever needed by using any phone.

## Safe, Secure, and Reliable

iHello Voice Outlook interacts directly with the Exchange Server just as if the employee were sitting in their office. iHello utilizes industry leading technologies to ensure authentication, encryption and secure transport, and uses real-time requests to the Exchange server (not replication), thus ensuring that all of your Exchange content is stored only within your own Exchange server.

## Increase Revenue to Automatically Capturing Unbilled Items

Law firms invest significant capital in the infrastructure to track charge codes for every call, fax, and copy made while in the office. But when attorneys use their mobile phone, their calls are typically not tracked for expense disbursements and for billable time. iHello fills this gap by automatically tracking information about calls and client contacts.

- Automatically track details of all client calls, emails and faxes sent using iHello
- Receive a billing report, sent via email to each attorney or their assistant
- Automatically integrate with your time and billing system

Keane Donohue Keane, Donohue & Donohue LLP								
iHello Revenue Recovery Report						Date: Friday, 11/20/2002		
Attorney: Bill Jones								
Billable Time: 5.25 Hours								
<b>12/30/2002 Monday</b>								
Bill	Type	Date/Time	Duration	Event	Contact	Matter #	Notes	Details
<input checked="" type="checkbox"/>	☎	7:03AM	0.25 hours	Smith HR, Inc	Bill Smith		Discuss contract revisions	
<input type="checkbox"/>	✉	7:23AM	0.10 hours	Smith HR, Inc	Bill Smith		Voice Email	
<input checked="" type="checkbox"/>	✉	12:03PM	0.50 hours	Smith HR, Inc	Bill Smith		Follow up on email	
<input checked="" type="checkbox"/>	✉	9:03AM	10 pages	Janice Corp	Arun Jain		FW: response letter to ARC	
<input checked="" type="checkbox"/>	✉	5:03PM	0.75 hours	Janice Corp	Arun Jain		Answer question re: response letter to ARC	
<b>12/31/2002 Tuesday</b>								
<input checked="" type="checkbox"/>	☎	10:03AM	0.75 hours	Janice Corp	Arun Jain		Finalize the response	
<b>1/2/2003 Thursday</b>								
<input checked="" type="checkbox"/>	✉	9:12AM	1.25 hours	Lin Systems Inc	Jim Lin		Review latest counter-offer	
<input checked="" type="checkbox"/>	✉	10:03AM	0.75 hours	Lin Systems Inc	Jim Lin		Finalize the response	
<input checked="" type="checkbox"/>	✉	3:50PM	5 pages	Janice Corp	Arun Jain		Fax response	
<b>Summary</b>								
Recoverable Billing:								
Week to-date: 5.25 Hours								
Last 30 days: 28.00 Hours								

## Up and Running in a Day

It is simple to get started with iHello Voice Outlook. The acquisition costs and time commitment are minimal.

- Install in under 30 minutes
- No need to purchase new hardware, devices, telephony, or software.
- No need to change your infrastructure
- Works with Exchange 5.5 or 2000



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