

InvisiManagement

Case Management

Manage all aspects of Legal cases using the case management module including Issues, Facts, Evidence, Parties, Events and Documents. Interview and Deposition preparation, performance and review features

Facts

Record case facts	View by Status
Relate to case issues	Import into Interviews
Relate to case participants	Import into Depositions
Relate to evidence	Import into Trial question
Linked to timeline	Import into Document Creation module
Prioritize	Export to Microsoft Excel, Word

Documents

- Record case documents
- Designate document author, type, page numbers, recipients and location
- Signify privilege status
- Upload copy to offsite server
- View from secure web browser
- View from PDA

Evidence

Record case evidence	Record exhibit number
Relate to case facts	Discovery Management
Relate to case participants	Upload copy to offsite server
Relate to case issues	View from secure web browser
Organize by type	View from PDA

Advance Search Options

By Firm	By Status	By Title	By Priority	By Key Words
By Type	By Fact	By Date	By Issue	By Author

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Case Management

Collect and analyze case information using interviews and depositions. Prepare for trial examination from case files or through data collected during various interviews. Establish trial question order according to fact presentation.

Events

- Record case events
- Share events with other users
- Maintain private events
- Organize events by type
- Recurring standard and custom questions
- View from secure web browser
- View from PDA

Issues

- Record case issues
- Related to facts
- Relate to case issues
- Relate to case participants

Participants

- Record case participants information including contact information, email address and case role
- Organize by a custom list of types
- Recurring list for firms or organizations for ease of use
- Email participant directly from software

Notes

- Integrated billing
- Share notes
- Maintain private notes

Timeline

- Record case timeline
- Imports directly from fact management
- View from secure web browser
- View from PDA

Alerts

- Create case alerts viewed by all users
- Alerts expire

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Interview/Deposition Management

Collect and analyze case information using interviews and depositions. Prepare for trial examination from case files or through data collected during various interviews. Establish trial question order according to fact presentation.

Overview

- Standard Question by Issue
- Custom Question by Issue
- Recurring standard questions
- Recurring custom question
- Link questions to case facts
- Integrated Billing

Interview Types

- Pretrial preliminary and followup Interviews
- Deposition
- Trial Examination
- Other Custom Interviews

Analysis

- Compare answers within interview
- Compare answers for a case participant within multiple interviews
- Compare answers for multiple case participants
- Compare how a case participant answers a question in the pretrial, deposition and trial interviews

Document Creation

Create case documents using custom document type and integrated features and benefits.

Create case documents	Import case facts
Opening and closing Arguments	Import case evidence
Integrated billing	Import case participant information
Organize by type	Import case issues
Export to Microsoft Excel or Word	
Export to PDF	

Software Information

Secure web browser	Integrated billing throughout software	SSL Encryption
Use level security	Case access management	Multi-lingual
Full Text Search	Advance Search Capabilities	Offline access
Audit History	Intrusion detection	24/7 access

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Focus Group Module

The focus group tool can provide invaluable information that can be used during the jury selection process. Using both a custom set of attribute criteria and custom questions a baseline can be established for use in the Jury Analysis module. The Focus Group tool can be used for other analytical studies which require attribute usage and specific answer criteria.

Overview

Custom questions by category

Valuate answer options

Custom member attribute questions

Integrated billing

Case specific

Opening, Closing Arguments

Opening and Closing Arguments

Obtain feed back on comprehension, timeliness and potential influence of the arguments

Garner focus group participant's impression of presenting attorney

Valuate the content benefits and merits

Analysis

Candidates: View group members by attribute

Candidates by Type: View all members by selected type

Group Dynamics: View dynamics of group members

Group Answers: Review groups answers for selected question

Answers by Type: Review question answers by question and member type

Jury Analysis Module

Using data collected during the Focus Group process to establish baseline parameters the Jury Analysis tool assist in the jury selection process.

Establish candidate valuation

Custom categories

Custom questions

Integrated billing

Analytics Module

The Analytics tool is used to evaluate all other aspects of the case. This tool can also be used for in-house evaluations which improve customer service and success rates.

Custom questions by category

Integrated billing

Valuate answer options

Case specific

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Trial Preparation and Management

InvisiManagement provides features that facilitate trial preparation and practice. From opening arguments through witness examination ending with closing arguments all aspects of the case are covered using our extensive case management modules.

Case Management Module

- Record Notes on Trial Strategy
- Record Citations used during trial
- Issues, Fact, Evidence and Participant Management
- Integrated billing

Interview/Deposition Module

- Pretrial Interviews
- Deposition Interviews
- Trial Examination Planning and execution
- Compare and contrast analysis
- Recurring standard and custom questions
- Remote interview access

Document Creation

- Create case documents using imported case data
- Create opening and closing arguments

Analytics

- Perform Focus Groups
- Quantified Jury Selection
- Administrative Evaluation
- Case Risk Assessment

Opening and Closing Arguments

Document Creation

- Create opening and closing arguments using the Document Creation Module
- Integrate case facts, evidence, parties and timeline details

Focus Group Module

- Obtain feed back on comprehension, timeliness and potential influence of the arguments
- Garner focus group participant's impression of presenting attorney
- Valuate the content benefits and merits

Case Management Module

- Use the Timeline feature for a quick view of case activity
- Determine case fact inclusion based on prioritization

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Trial Preparation and Management

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Witness Preparation

Case Management Module

Correlate facts and case participants

View witnesses by case issue

Manage expert witnesses

Document Creation

Prepare and organize deposition questions

Prepare and organize trial questions

Prepare case participants subpoenas

Interview/Deposition Module

Custom and/or standard questions

Interview potential case participants

Secure remote access for interviews without attorney presence

Compare witness interview, deposition and trial answers

Compare answers of multiple case participants

Prepare trial questions using interview and deposition answers

Evidence Management

Case Management Module

Correlate facts and evidence

Correlate evidence with case participants

Store evidence files off-site

View using secure web browser for any location

View evidence using PDA

Organize by type

InvisiManagement – Cost Savings Benefits

Case Management Module

Store and organize case facts, issues, evidence, documents and parties.

Web-based solution

Quick easy access to case files using a secure web connection from any location.

Advantages in an Evacuation Situation: Minimize lost revenues during any evacuation process with web-based access to both case files and the ability to maintain a billable presence. In the instance of an evacuation the firm can relocate it's workers to any other location with Internet access and continue to work, preventing the interruption of firm income potential.

Advantages in a Disaster Situation: With the occurrence of a disaster that eliminates the physical presence of the business the employees can relocate to another location with Internet access and continue to work minimizing the interruption of income revenues.

- Equipment loss does not equate to data loss
- No down time
- Continue working while internal systems are rebuilt

How are the savings derived?

In the case of an evacuation or disaster, the firm continues to work creating a potential for 100% savings from loss of billable hours.

Billing records are stored off-site are still available, for the purposes of collection, preventing the loss of revenues due to lack of sufficient records.

Integrated billing: Billing information is captured when a user logs into the system. It records the user's interaction with the case files and ends the billing when the user logs out of the system.

How are the savings derived?

The software's integrated billing feature minimizes the attorney's need to track billable time.

Prevent missed billing opportunities: According to the article Maximize Your Billable Time by the web site /www.maximizemyourbillabletime.com on average those surveyed estimated that they were only capturing 67% of billable time. With the software's integrated billing system, this will be 100% of case management use.

Also noted was that attorneys were working 3 hours to bill two. Therefore, use of the software should relieve this issue creating the potential for up to 40 extra hours of savings weekly.

According to the survey, Attorneys spend approximately 2.5 hours weekly organizing their billable time. Our software will cut this time significantly, potentially saving up to 2 hours per week.

<http://www.maximizemyourbillabletime.com/how-do-attorneys-track-their-billable-time/>

PDA Usage: Case file access available using smart phone device providing billing for offsite work when a computer is unavailable but work is necessary.

Interview/Deposition Management

Off-site remote interview: Off-site remote interviews, performed using a secure web connection from a location other than the attorney office increases billable income since an attorney need not be present during the interview process.

On-site remote interview: On-site remote interviews, performed using a kiosk in the attorney office, increases billable income since an attorney need not be present during the interview process.

Standard Question: The firm establishes standard questions that are used during all interviews pertaining to a specific issue. This eliminates the need for consideration when creating the interview and prevents the exclusion of valuable information.

Recurring Custom Question: The use of recurring custom question provides the ability to reuse a custom question within more than one interview as it relates to the selected case saving time.

- Frees up attorney time for other billable tasks
- Organize deposition to save on time and increase effectiveness
- Import Interview or Deposition information into case files

- Compare and contrast interviews efficiently increasing productivity

How are the savings derived?

If an attorney spends five hours a week performing interviews, the remote interview process will reduce the amount of time the attorney spends on the interview.

Efficiency and effectiveness creates the opportunity for increased billable hours and greater customer satisfaction.

Off-site interviews provide the potential for savings on travel expenses with the interview performed using a secure web browser.

When used during a phone deposition, the interview system provides the ability to record answers as collected. Answers can be compared to previous interview with individual being deposed or other case participants.

Class Action Management Module

The class action management module provides the ability to manage all aspects of a class action case.

Qualification process: Potential class members qualify using the web based registration process minimizing the need for employee interaction.

Communication: The class manager provides qualified class members user access to the class management system where they will view case specific information as established for their use.

How are the savings derived?

The qualification process decreases cost necessary to establish class members.

Communication using a secure web browser decreases the cost involved with class communication.

Focus Group Module

Design and implement an unlimited number of custom focus groups sessions per case.

How are the savings derived?

The Focus Group Module minimizes the need for outside focus group consulting firms.

Document Creation Module

Use case facts, evidence and participant information to create case documents.

How are the savings derived?

Critical case information is easily available for use in case documents eliminating the need to search outside areas for necessary data saving labor hours.

Analytics Module

Perform custom surveys to establish areas in need of improvement. Uses include customer satisfaction surveys, employee reviews etc.

How are the savings derived?

Satisfied customers refer friends, family and associates creating the potential for a larger customer base.

Employee reviews determine areas for improvement with the organization minimizing employee turnover saving money on overhead labor cost.