Technology Products for Lawyers and Law Firms

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The different services and products below are provided to assist lawyers explore legal technology which may assist their practices. They are examples of products available to lawyers. LAWPRO and practicePRO do not endorse third party products or services. Lawyers should consider the appropriateness of such products for their practices

Juda Strawczynski, Director, practicePRO and Eli Goldberg, Articling Student

Technology can help lawyers practice more effectively and efficiently. A number of products are available that can assist with law office tasks, functions, and even help lawyers provide legal advice to clients. When considering adopting a new tool, give yourself time to learn how to use it and consider watching online tutorials or other training. Be sure to consider security as well. For further resources on implementing technology tools in your practice, see our related resources at practicepro.ca/technology.

Calendaring, Collaboration, Task Management and Workflow Tools		
Acuity Scheduling	Acuity Scheduling allows users to book appointments online. Users can sync calendars to make the process even more efficient.	Tutorial
Calendly	Calendly lets users book meetings online without back and forth emails. Users can send their availability to other parties and let them select a mutually beneficial meeting time.	Tutorial
Confluence	Confluence is a collaborative workspace where teams and knowledge meet. It allows users to capture project requirements, assign tasks and manage several calendars at once.	Tutorial
Doodle	Doodle helps users book meetings by sending available time slots and allowing others to choose the best time for all parties.	Tutorial
Microsoft Teams	Microsoft Teams is an online hub where users can chat, meet, call and collaborate regardless of where the users are located.	Tutorial
Slack	Slack is an online hub that allows users to communicate regardless of where the users are located.	Tutorial
Toodledo	Toodledo allows users to create lists, add notes and collaborate with family and friends. It also tracks the user's habits to help organize and allow for more efficiency.	Tutorial
Trello	Trello is a list and progress platform that allows users to make lists and track progress as they go.	Tutorial
Documate	Documate turns template documents and forms into intelligent workflows, helping to reduce the time to generate document sets.	Tutorial
Zapier	Zapier automatically moves information between the apps you use to streamline processes.	Tutorial
procertas	Procertas aims to deepen relationships and improve dialogue between law firms and law departments and includes software training.	Tutorial

Document Signing		
Adobe Sign	Adobe e-sign allows users to electronically sign documents, send documents to other people for their signatures and get automatic notifications and reminders.	Tutorial
Docusign	Docusign is a platform for digital signatures.	Tutorial

Firm Management Software		
clio	Clio is a cloud-based legal practice management platform. It enables law firms to track deadlines, manage cases and documents, bill clients, and accept payments.	Tutorial
Cosmolex	Cosmolex is a cloud-based law practice management software that manages trust and business accounting, time-tracking, billing, email and document management, tasks and calendaring.	Tutorial
Ghost Practice	Ghost Practice is an all-in-one practice management solution including case management, document management, time tracking, billing and accounting.	
PCLaw and Time Matters	PCLaw | Time Matters offers two practice management solutions (which may be used separately or together). PCLaw is an all-in one practice management solution providing matter management, billing and accounting solution software. It tracks trust accounting, client management, tracks billable hours, billing and accounting. Time Matters is a case matter practice management program, including contacts, email, documents, research, and matter management. It integrates with a variety of other software products.	
Matter365	Practice management software that fully integrates into Office365.	Tutorial
FILEVINE	Filevine is a cloud-based case management solution for small and midsize legal firms for managing case documents, communication and file management. For Canadian clients Filevine uses Amazon Web Services' Canadian servers.	Tutorial
soluno	Soluno is a time, billing and accounting solution for law firms. (Not available for Mac/OSX)	

Note Taking

Evernote	Take notes, find information, save web pages, create to-do lists and share ideas with others.	Tutorial
iAnnotate	iAnnotate is an app that allows users to markup PDF files with highlighting, diagrams, notes and audio comments.	Tutorial
Microsoft OneNote	Microsoft note taking software allows users to create notes, set tasks and manage their affairs.	Tutorial
Notability	Notability allows users to combine handwriting, photos and typing, all in one note. Users can also add and annotate PDFs in Notability.	Tutorial

Payment Solutions

LawPay	LawPay provides a payment management solution that separates earned and unearned accounts. LawPay also organizes payments coming through from clients.	Tutorial
Square	Square is a hardware device that allows the user to accept any payment method, including credit card or debit, using tap and chip & PIN.	Tutorial

Social Media

Hootsuite	Hootsuite is a social media management platform where users can manage all their social media accounts from one place.	Tutorial

Surveys and Form Building

Google Forms	Google Forms is a survey administration application. Forms collects information from users via a personalised survey or quiz.	Tutorial
Simple Survey	Canadian based survey and form creation tool, with data hosted in Canada.	Tutorial
SurveyMonkey	SurveyMonkey provides free online survey tools.	Tutorial
Typeform	Typeform provides software that specializes in online form building and online surveys.	Tutorial

Voice Dictation and Transcription

Dragon Speech Recognition	Dragon allows professionals to dictate and the software will automatically assess and transcribe what is dictated to a document.	Tutorial
SpeechExec	SpeechExec is a speech-to-text dictation and transcription software.	Tutorial

Writing and Editing		
Grammarly	Grammarly assists writers to produce clean and mistake-free writing and offers suggestions that go beyond just grammar.	Tutorial
textexpander	Textexpander lets users instantly insert snipets of texts from a database of emails, boilerplate and other content, concurrently as the user types.	Tutorial
WordRake	WordRake is an automated, in-line, editing software. WordRake can make documents or emails clearer, shorter and better overall. It can be added to Microsoft Word and Outlook.	Tutorial

Security		
BitLocker	BitLocker is a built-in feature to certain Microsoft versions, designed to protect data by encrypting entire volumes. BitLocker locks the entire operating system partition and requires a specialized key to unlock the operating system.	Tutorial
Lastpass	LastPass saves and remembers your passwords and is accessible throughout all the user's devices.	Tutorial
1password	1Password is a password manager developed by AgileBits Inc. It provides a place for users to store various passwords, software licenses, and other sensitive information in a virtual vault. Canadian users who sign up at 1password.ca have information stored on Canadian servers.	Tutorial
Authy	The Authy app generates secure 2 step verification tokens on your device. It helps users protect their account from hackers and hijackers by adding an additional layer of security.	Tutorial
Microsoft Authenticator	Microsoft Authenticator protects all of your accounts with two-step verification. The app also helps you secure all of your online accounts by using the industry standard time-based OTP (one-time password) codes.	Tutorial

Telephone, Internet and Fax		
Ubity	Ubity provides cloud-based telephone services and fax and voicemail services.	Tutorial
Vonage	Vonage offers, phone service, internet and paperless fax, amongst other services.	Tutorial

Video Conference Software		
GoToMeeting	GoToMeeting allows users to join, host or manage a meeting through video conferencing.	Tutorial
Skype	Skype enables individuals and businesses to make free video and voice calls, send instant messages and files to each other.	Tutorial
zoom	Zoom provides video conferencing software. Multiple users can share their screens concurrently and co-annotate for collaborative meetings.	Tutorial

| Webex | Webex provides video conferencing, online meetings, screen share and webinars. | Tutorial |

Tools for Specific Areas of Law

Family Law		
Divorcemate	Divocemate provides cloud-based family law solutions including child and spousal support calculators, court forms and family law precedents.	Tutorial

Litigation		
TrialPad	TrialPad allows users to store and access documents from their iPad. It includes presentation tools, highlights text, creates side-by-side document comparisons, edits and shows video clips, adds exhibit stickers to documents and searches document texts.	Tutorial
citeright	citeright is a legal research tool that allows users to save the research they have done and lives in Microsoft Word as an add-on.	Tutorial
Page Vault	Page Vault helps legal professionals capture web content, such as Facebook, videos, and websites, and creates an easy-to-print PDF.	Tutorial
CaseFleet	CaseFleet allows lawyers to manage litigation files and organize facts, issues and sources.	Tutorial
Chrometa	Chrometa is software that tracks and times your work in the background. Chrometa captures the information of what the user is working on to categorize work and which client it is for.	Tutorial
EVICHAT	EVICHAT provides a service that organizes messages for the users. It can handle messaging between users and organize messages, such as websites and other evidence, helping declutter messages.	Tutorial
logikull	Logikull is an e-discovery platform that organizes evidence the parties intend to use.	Tutorial
primafact	Primafact is a document management software for litigation practice.	Tutorial
Worldox	Worldox is a document management system with document profiles, full-text searching and collaboration.	Tutorial
iManage	iManage combines artificial intelligence, security and risk mitigation with document and email management. It can be configured to have data stored on Canadian servers.	Tutorial

Wills and Estate Planning

eState Planner	eState Planner simplifies the process of estate planning by collecting client information, creating the estate plan and importing editable documents.	Tutorial
Estate-a-Base	Estate-a-Base software records particulars of your various estate files, and automatically produces estate documents such as Court forms, inventory of assets, and proposed distribution.	
WILLBUILDER	WillBuilder provides a visual approach to creating wills and powers of attorneys.	
WillPowerWeb®	A wills production and management system offered by LawyerDoneDeal® to create wills and powers of attorney. Features customizable reports to clients and practice management features to track document preparation.	

lawpro.ca
Tel: 416-598-5800 or 1-800-410-1013
Fax: 416-599-8341 or 1-800-286-7639
Email: practicepro@lawpro.ca