

We are always working on new technology, such as web based client/server, Palm and PDA interfaces, and ASP systems. We have also developed seamless migration paths to take our clients from earlier products and put them into its newer ones.

We strive to keep our company responsive to you, the user, and we strive to listen to your input on making the products better.

Our product philosophy is that of continuous change. Unlike many companies who freeze the design of the product once it's been introduced, we upgrade ours as we go. The result to you is a continuing up-to-date package, keeping up with the latest technological changes.

Through phone conversations and personal meetings, through electronic communication and via the Web, AdvantageLaw supports its clients with care and personalized service. We tend to think of our clients as extended family. In fact, a great many of our sales originate solely from referrals by our existing clients.

When you buy Advantage, we promise you the utmost in product capability, service and support. And we protect your investment by backing it up with a money back guarantee on any product in our line.

## **ADVANTAGELAW, INC .**

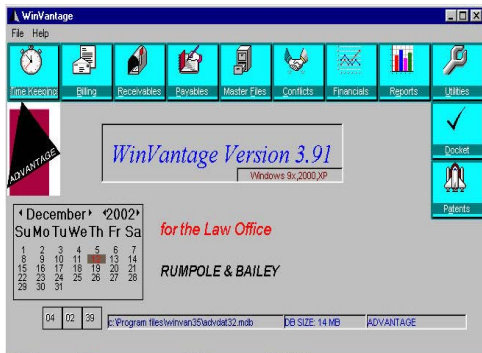
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# The Product Lines

Advantage products are interactive for fast and error-free entry and inquiry. Extensive use of search windows make locating the desired function easy. All our products are integrated. For a user this means a single point of entry. One mouse click distributes a transaction automatically to each and every supporting subsystem. This makes a clean and tightly wrapped package, with no redundant entry or interfacing required by the user.



## WinVantage Legal Management System

A full-featured, integrated billing, accounting and practice management system. Extensive use of SQL technology makes this the ultimate in processing and accessing information from one source. WinVantage addresses such functions as:

- Timekeeping
- Billing
- Accounts Receivable
- Accounts Payable
- Check Writing
- Trust Accounting
- Management Reporting
- General Ledger
- Financial Statements
- Docket & Calendar
- Conflicts and Case Parties
- Contact Management
- Case Notes
- Document Management

## AdvantageXpress Management System

Specifically designed for solo practitioners and smaller firms, it is a billing, accounting and management system with an attractive price. It has advanced features such as built-in help and tutorials, customizable desktops, and an easy-to-use approach. Additional modules such as docketing, conflicts, contact management and customizable case notes integrate most all law office management functions into a comprehensive and easy to use management tool.

## Other Products

Standalone Docket/Calendar systems  
Standalone Conflicts/Parties systems  
Photocopy/fax/phone cost recovery systems  
Billing export formats  
Remote entry systems

## Corporate Legal Advantage

A system specifically designed for corporate and government law departments. It's Windows based, designed around a relational database engine, and provides the law department with a full range of functionality.

- General Information
- Docket and Calendar
- Case Status History
- Parties to Case
- Contact Management
- Case Notes
- Document history
- Area of Law Specific Information
- Management Reporting
- Budgeting
- Outside Counsel Tracking
- Internal Cost Control

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# WinVantage

## The Integrated Time, Billing Accounting and Management System

### Overview

WinVantage integrated accounting and management system is a Windows relational database system that employs the very latest in technology. It ties the following functions together for a comprehensive and easy to use system.

- Timekeeping and Cost Recording
- Billing
- Accounts Payable
- Check Writing
- Accounts Receivable
- Trust Accounting
- General Ledger
- Financial Statements
- Management reporting

### Timekeeping and Cost Recording

Time transactions are entered directly into the system by staff member, with pull-down search windows available for obtaining the desired case and type of service performed. Exploding macro work codes provide a shorthand method of descriptive entry. The system also adheres to the ABA Standard Task Code set. By way of its unique multi-level case/attorney override rate structure, WinVantage automatically finds the proper rate for the case and performs the automatic extension. Spell checker is standard with the system.

Entries can also be put on timer, as with a phone conversation. After the conversation, click the Timer button with your mouse, and the entry is entered automatically.

All review, interactive editing and writedown/up of time, credit and cost transactions are performed within the same window as the time entry, thus eliminating the extraneous tasks of backing out of one program in order to initiate another.

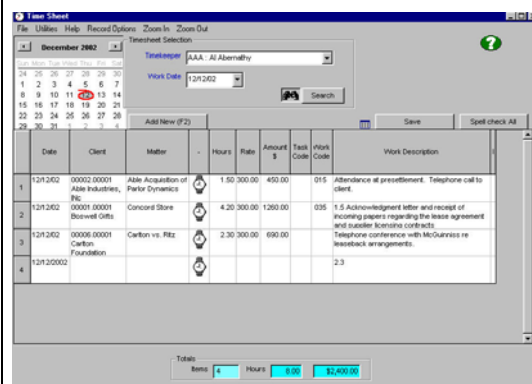
### Billing

Matters can selectively be set up for billing approval by responsible attorney, billing attorney, area of law, type (hourly, contingency, etc.), or by user defined “due date” parameters. Transactions can also be written down or up, held or released, re-edited and resequenced.

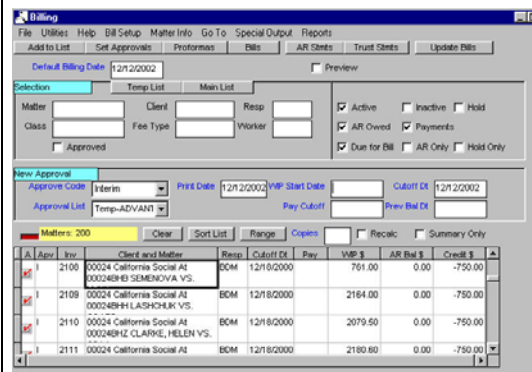
Billing comes in a variety of user defined formats, including several forms of narrative bills. Bill styles and information placement is user defined. Any bill can be run or rerun on demand. Interactive editing after bill print does not impact the bill process. WinVantage also generates service charges and statements. Updated bills automatically integrate into accounts receivable, billing history, general ledger and attorney productivity files.

Bills can also be reversed (“un-updated”) on demand, either individually or by group. This puts the billing information back to unbilled status, and removes the A/R and history information automatically.

Standard with the WinVantage system is the ability to reprint a bill from archive, such as a bill run several years previously. This is done seamlessly and without impact to the billing and accounting system operation.



Timesheet is set up in “control panel” format, so you can manage all your day’s working matters at a glance



Billing form is a one-stop place to approve bills and prebills, print and update bills into general ledger, bill history and accounts receivable.



# WinVantage

## Accounting Made Easy

The beauty of the WinVantage system is its seamless integration. Entering data only once and having the system distribute the transaction automatically to all the affected subsystems is a priceless step in conserving your time and helping eliminate lost reimbursable costs. All transactions are reconcilable to the general ledger, insuring not only ease of use but accounting accuracy too.

### Accounts Receivable

Receivables are on an open item basis. Cash can be applied by matter or by client. Application is automatic. Just click the bill to apply the cash. Advantage automatically distributes the cash into general ledger, receivable history and attorney cash allocation systems. Payment and adjustments can also be reversed on demand. Writedowns are also accommodated. Extensive audit trail reports are available for balancing deposits.

### Accounts Payable

Incoming vendor bills are handled easily via an internal voucher control system. Invoices are distributed to general ledger, 1099, open payable or check register, and client work in process systems automatically. Accommodates multiple bank accounts and profit centers. Accommodates trust disbursements. User can establish desired pay dates. System also handles recurring invoices, such as rent and note payments.

### Check Writing

Checks can be printed individually or by group, according to payment due date. Invoices can be un-approved or held. User defined check formatting is available. Checks can also be voided or reversed. Check reconciliation is part of the system.

### Trust Accounting

Trust receipts and disbursements are created through the integrated accounting subsystems. Separate bank accounts can be set up. Trust balances can print on client bills, as well as optionally disburse retainer funds to client billing.

### General Ledger

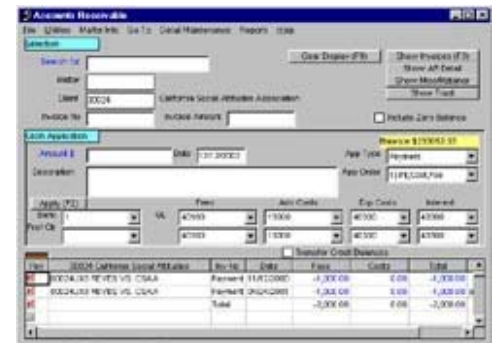
The system handles accrual and cash basis accounting, as well as both simultaneously. Chart of accounts is user definable. System can generate full yearly accounting detail as well as balance forward and monthly detail. Concurrent months and years can be held open without affecting the normal accounting flow of the firm.

### Financial Reporting

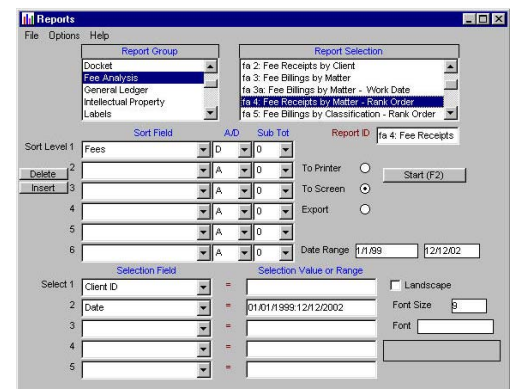
Formatting of statements is user defined. Accommodates budgets and previous year figures. Profit center financial reporting is included in the system.

### Management Reporting

WinVantage has a host of management reports and graphs available to the user. In addition, there is an optional report writer product which will allow the user to designed custom reports using the WinVantage database. Database information can also be downloaded into other applications, including spreadsheet.



Payments are recorded, including adjustments and attorney allocation. All reports and audit trails display from one single form, without the need to exit one function to get to the other.



English-like user interface uses SQL technology behind the scenes to generate management information to your specific needs. Allows selection of specific information using Boolean search logic. Reports can be sequenced and totaled to user specification.



# WinVantage

## Features Into the Future

WinVantage has more features than probably any other system in the country. You can tailor the system to run in your business environment without compromise.

### Time/Cost Entry

- 'Control panel' format for displaying and entering daily fees.
- Bill rate overrides by client & matter, by timekeeper, rate group, Matter-specific rates by individual timekeeper
- Pull-down search windows. Search for matters by any word in the description.
- Unlimited transaction descriptions, with word wrap, move, insert, delete and copy.
- Exploding description macros to make descriptive entry easier.
- Spell Checking.
- One-stop entry, edit and time review. On-line corrections.
- Audit by entry date, transaction date, user or timekeeper
- Global change of entries by rate, matter, timekeeper, date or work code.
- Point and click transaction holds and releases.
- ABA task code compatible, including billing.
- Ability to set multiple matter timers off and on for capturing billable time.
- Complete audit trail of holds, adjustments and deletes.

### Billing

- Bill selection by due date, client, billing attorney, fee type and area of law.
- Individual user and temporary approve list options for quick or on-demand bills.
- Bill selections by exception. Mouse clicks can turn either all or individual approvals on or off.
- One-stop place to approve, print proformas, billings and updates.
- Override billing addresses or attention-to's.
- Split bill capability to allocate multiple payees, including address overrides and separate receivables.
- Reversal of individual bills or whole billing runs.
- Reprint old bills from archive, even years later.
- Variety of bill formats, including narrative types.
- Bill "styles" allow user defined appearances of bills.
- User selectable fonts for letterhead, heading and bill details.

### Accounts Receivable

- Open item based system.
- One-stop entry for cash receipts from bills, trust and retainer cash.
- Automatic cash application or individual overrides. Can click disputed bills off to prevent auto cash application.

- Allocates fee receipts by timekeeper or by user defined application formulas, i.e., Originator gets 50%, responsible gets 10%, proportional allocation of other workers on the bill.
- Automatic write-offs.
- Reverse or "undo" payments.
- Track by matter, client, fee type, area of law, attorney.
- Pull-down search windows.
- Automatic handling of trust and retainer receipts.

### Accounts Payable

- Open item based system.
- One-stop entry for disbursements and check printing.
- Integrated to automatically distribute disbursement into client billings.
- Can assign vendors to specific general ledger accounts.
- Can set up recurring disbursements (rent, etc.).
- Ability to void or redo check printing runs.
- Check formatting is user-defined.
- 1099 printing.
- Both cash and accrual based disbursement handling.
- Automatic handling of trust and retainer disbursements.
- Check reconciliation.

### General Ledger

- Accrual and cash basis accounting simultaneously.
- Concurrent months and years can be held open.
- Chart of accounts are user definable.
- Full yearly accounting detail as well as balance forward and monthly detail.
- User defined financial statement formatting, including print content.
- Multiple bank accounts.
- Budgeting by account or financial category.
- Profit center accounting.
- General and recurring journals.

### Management Reporting

- Reports can be either displayed or printed.
- SQL technology allows for user control of reporting, including selection, sorting and subtotals logic
- Special 'My Reports' selection for viewing only users' particular or favorite reports.
- Report Designer for complete user control over reporting, including alternate views and analysis.



# More Products

## Advantage's One-Stop Shop

### *Eliminate Redundancy. Just Do it Once*

The idea is: why buy several different products, each with its own special way of operating and each with its own set of master files, when you can buy Advantage? Then you can use the same master files throughout. Eliminate having to maintain several systems. Plus, the applications integrate, and this saves you, big time, from a lot of extra work.

### **Docket & Calendar**

Calendars personal and firm related events and appearances. You can schedule several people to one event. Advantage has a unique feature that lets you calendar several people to an event, yet also select only those individuals who will actually appear. You can set up docket "teams". By referencing the team in a scheduled event, all team members receive that information on his/her calendar. Jurisdiction patterns (court rules) allow you to set up related events, such as those associated with a trial. Set up or change the base date and all other dates automatically calculate. A "free time" pull-down icon lets you easily schedule meetings with other staff members. You can also print staff, firm or case calendars using a wide selection of parameters. Daily, weekly, monthly and yearly calendars are displayable at the click of the mouse. Complete with pull down menus and search windows for easier entry and lookup. And, of course, it integrates with the WinVantage system, so you don't have to re-enter your master data.

### **Conflicts**

Search for up to 10 names at once to locate conflict of interest information. Can also search by relationship (plaintiff, expert witness) or side (for, against, neutral) or comments text to locate the relevant information. Through text comments, you can establish hierarchical relationships to locate related entities or people. Useful for setting up an expert witness database. Matter and client information is automatically integrated into the system, so you don't have to enter it each time for a new matter. There are comprehensive displays and reports available to find and analyze the information you have on hand.

### **Cost Recovery Systems**

Automatically interfaces photocopy, fax and phone charge systems into WinVantage for billing to client. User can define per unit quantity rates. Works with most systems, such as Infotext, Equitrac and others. The system also uploads matter and client validation tables back to the cost recovery boxes.

Using the Winvantage cost code data tables, you can set up unique per-copy rates by client and matter.

### **Remote Entry**

Allows users who are out of town or off-site to enter time from a computer, then send it electronically to the central site data base. Users can download the latest master validation tables at any time.

### **Payroll**

An interface into WinVantage from most any present payroll system. This not only processes your payroll, but also interfaces the figures into the WinVantage general ledger and financial systems.

### **Bill Interfaces**

WinVantage billing information can be formatted to specific file specifications and transmitted to the client or to third party fee and cost examiners. With WinVantage, you have the ability to handle different bill interfaces for different clients simultaneously. We accommodate most examiners, such as LEDES, Nationwide, Chubb, ABSR/Honda, Lawtrack, CCIA/Align, Cosmos/BW, Infotext and others.



# WinVantage Version 4.0

The WinVantage system Version 4.0 we think you'll enjoy working with. We've put in many new features, making the system more capable, easier to use, and convenient. Here is a partial list of some of the significant changes.

<b>Timekeeping.</b>	New time entry format is "control panel" style, laying out the detail work items for the day. You can edit, set up timers and add new entries directly into the grid, in real time. New 'exploding code' feature makes it easier for composing and entering lengthy descriptions of work. The interactive calendar function lets timekeepers easily review daily time for any selected date.
<b>Billing.</b>	While the original billing form is still available, there is now a "quick" billing selection, by matter or by client, which simplifies and speeds up the process for routine billing.
<b>Trust.</b>	Instead of being an option from the original cash received form, we've moved both disbursements and receipts into its own special place, and set up the bank account defaults.
<b>Reports.</b>	There is now a "favorites" list available in which each WinVantage user can set up his/her frequently used reports. This eliminates having to individually search through all the available WinVantage reports each time in order to select the appropriate one. There is also a new report designer available to help with customized reporting needs.
<b>Financials.</b>	We've now integrated the chart of accounts and financial formatting to make it easier and more intuitive to use. The same capabilities, like subtotaling and consolidation, are still there.

**Availability.** Version 4.0 is available August 1. **Note.** You must have a valid software support agreement in force with Advantage in order to receive the upgrade.

**System Requirements.** None. It can be run with your existing configurations.

For more information contact Advantage at 925-838-8100, or email [sales@advantagelaw.com](mailto:sales@advantagelaw.com)

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