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# Your law firm at hand

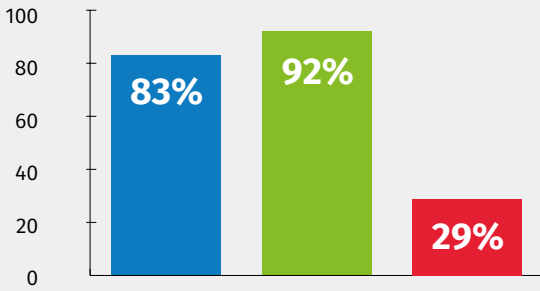
5 ways to boost  
your productivity  
with the Kleos App



# An increased need for technological tools

Coping with the increased volume and complexity of information and keeping up with higher expectations of clients are growing concerns for lawyers, according to the Wolters Kluwer's [Future Ready Lawyer Survey 2022](#).

Thus, lawyers are increasingly turning to technology tools that make their jobs easier. Not surprisingly, the vast majority of lawyers say it is also now very important to them to work in a firm that fully leverages technology.



**83% of lawyers** say that it is extremely or **very important** to them to work in a firm that takes full advantage of technology.

**92%** signal the importance of access to the latest tools that contribute to productivity and **technology-based work processes**.

**On the other hand, only 29%** report that their practice is fully prepared to deploy the technologies to maintain a flexible/hybrid work environment.

## What if you can convert the time spent travelling and in between appointments into billable hours?

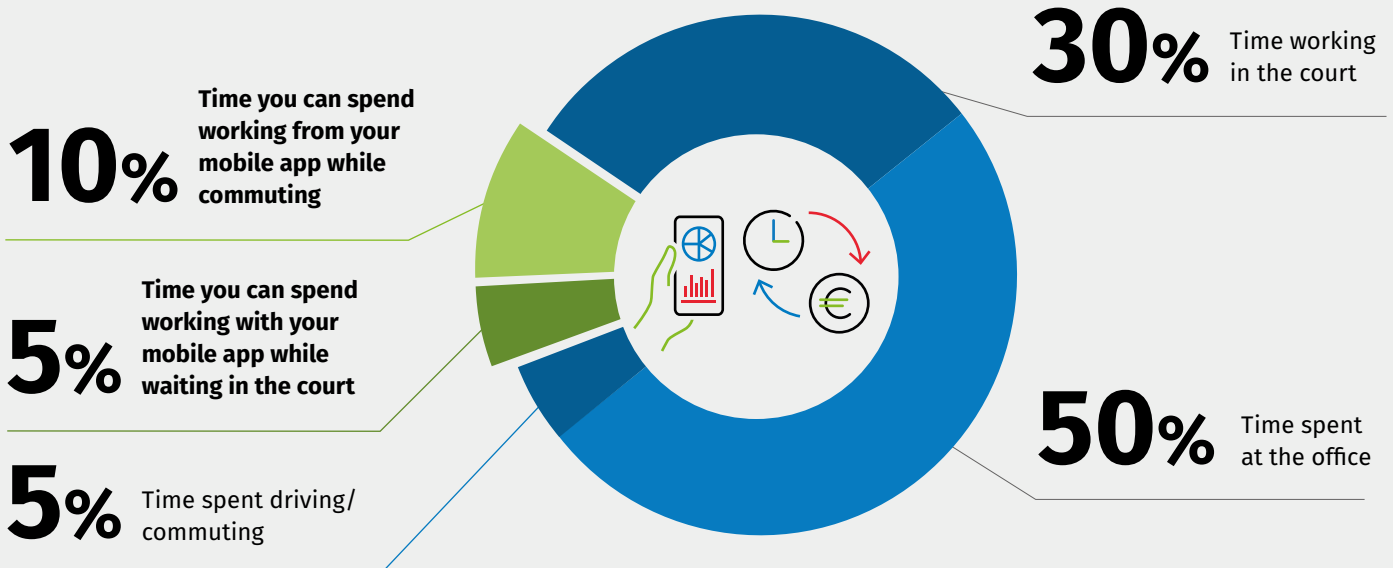
Your agenda is increasingly full of appointments and tasks, and you might find yourself having to go to office, clients, and the court on your average workday. Therefore, many billable hours get wasted when you are travelling or waiting in between appointments.

Imagine being able to get your work done when you are out of office or schedule tasks to complete on your way to the courts on a mobile app. You will surely be more efficient and productive.

*What's more, the hours dedicated to travel will be put into good use!*

## Time is money

Make the most of your time even **on the go or while waiting in the court with the Kleos App**, to ensure no time is wasted!







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## 3 ways to excel at being a lawyer with your mobile

Discover how a mobile app on your phone can boost productivity and help you to be the lawyer you aspire to be! Here are 3 ways your mobile app can support you with:

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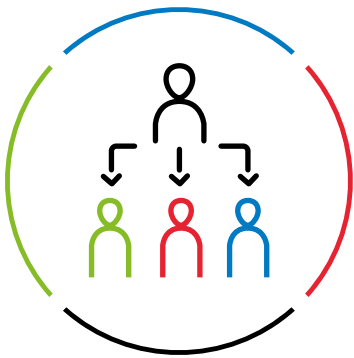
### 1. Manage your cases like a pro!

Imagine being able to access an urgent case or calling a client for some information and saving it directly in the relevant case, all while you are on a train?

With the Kleos app, you are set up to manage the lawyer in you, a step beyond managing the law firm itself. You can take full control of your workday and decide how you want things done and not make your work rule you! With a simple check on the go, you can have a full overview of your tasks to do for the day.

Let's assume you need to make a urgent call to client, and you are on your way home from the office. You can quickly reach to the client directly from the app, and then, create a timesheet to register the time spent on the associated case.

With the application installed in your mobile, you will be able to see the time spent on a particular case, the cap on the time allocated for it and receive an alert when you reach the limit. Also, you can get a complete financial summary of your case.



## 2. Follow up and delegate like a pro!

Are there any tasks assigned to you to complete? Are there any documents assigned to you for review? Now you can use the time you spend on the road to go through them.

With the Kleos app, you can open the application to see your calendar with all your tasks, appointments and hearings on a daily basis. Let's assume you need to review a document by a certain date. The app will show this document, and, if you will not only be able to complete the review, you can also return it with notes and comments and assign it to the responsible person to make the necessary edits, all while you are returning from a client visit, for example.

Thanks a to an integrated system of notifications, you will be able to keep up with all your activities and make sure you are not missing anything.



## 3. Add important information to a case like a pro!

Imagine you are on a site visit, and you want to take some photographs that will be useful to win a case.

With the Kleos app, you will be able to access your calendar, view this site visit as an appointment, open the associated case with the possibility to create and save relevant.

In simple terms, you can save the photographs you took during the site visit under the pertaining case and if needed, share them with other colleagues at the law firm for feedback.



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# Are you ready to excel as a lawyer?

## Discover the Kleos app!

The Kleos app has been enriched with new features to help you make the most of your time, wherever you are. With the newest enhanced version you can:

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### **Receive push notifications and access the list of all active notifications:**

- Receive notifications for follow-ups, appointments and hearings, including reminders
- Access the notification center within your app



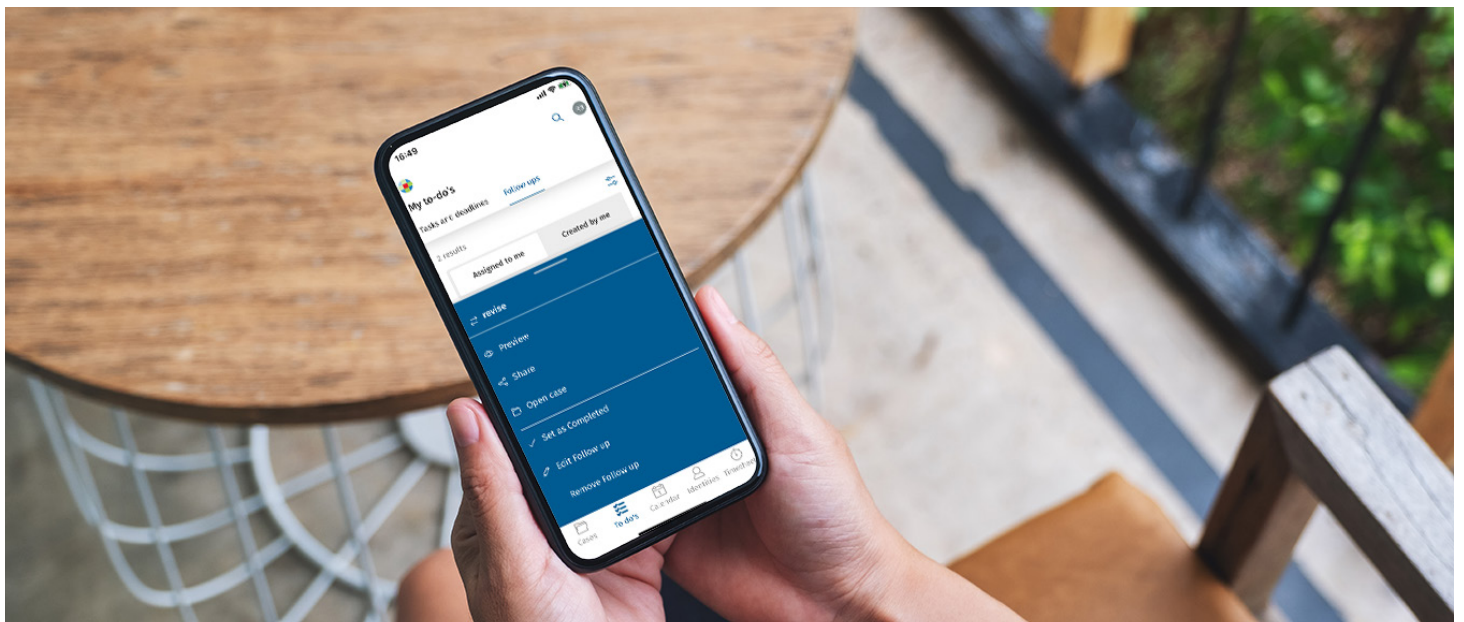
### **Efficiently manage your documents in case folders:**

- View documents
- Import your documents
- Choose case folders when changing properties



### **Get the financial summary of your cases:**

- Access the complete financial situation of your case





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# 5 benefits of working with a mobile app

As a modern lawyer you cannot lose time. Therefore, being equipped with the right technology to get things done regardless of time and place is crucial.

Let's look at 5 advantages from having a mobile app installed on your phone:

- ✓ **Efficiently use your time** even on the go, in between appointments or while waiting in the court, to get your work done.
- ✓ **Get full control** of all your cases, tasks, appointments and hearings, even if you don't have your laptop at hand.
- ✓ **Manage your activities** directly on your phone.
- ✓ **Convert working hours into billable hours** wherever you are.
- ✓ Thus **you will not have a pile of cases to work** on when you are back to your office (or law firm).

With the Kleos app on your phone, you will be able to excel at being the lawyer you aspire to be, just in a few simple clicks.

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Kleos offers an application for smartphones to help lawyers ensure no time is wasted.

The mobile application offers added value to Kleos users as it complements the functionalities of the Kleos solution in the most useful manner.

Are you ready to drive growth and profitability at your law firm?  
Learn more about Kleos:

→ [www.wolterskluwer.com/en-gb/solutions/kleos](http://www.wolterskluwer.com/en-gb/solutions/kleos)

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The Kleos app is available for download on Google Play and App store\*

\*Available for: Belgium, France, Germany, Italy, Spain, Netherlands, and Sweden.