

# WHY THE MOST SUCCESSFUL CZECH AND SLOVAK LAWYERS SWITCH TO SINGLECASE

**singlecase**

# **BUILD TO MAXIMIZE EFFECTIVITY AND PROFITABILITY & FOCUS ON BEING USER FRIENDLY**

1. No.1 solution in the Czech Republic and Slovakia
2. All important information at one place
3. Built-in integration with more than 300 apps
4. Advanced integration with Office365
5. Sync with email, calendar, automatic timekeeping, capacity planning, full DMS...
6. Full Polish version available **Q1/2021**

**CRM & ERP** - clients & cases, access & rights management,  
full-text search across the whole system

**DMS & Office 365  
Integration**

Automatic document revisions, advanced lawyer-specific features, template creation tools

**Task and terms &  
sync with calendar**

Assign & track tasks and terms and sync them with your calendar

**Agenda & sync  
with email**

Capacity planning with teamviews.

**Timesheets**

Automatic timesheets creation based on activities tracked by system. Timesheet dashboard with targets and real-time predictions.

**Invoicing &  
integration with  
accounting**

Timesheets, approval process, invoicing, real-time profitability calculator

**Reporting**  
realtime  
math to give  
you  
perspective  
on your  
profitability,  
real turnover  
and  
effectivity

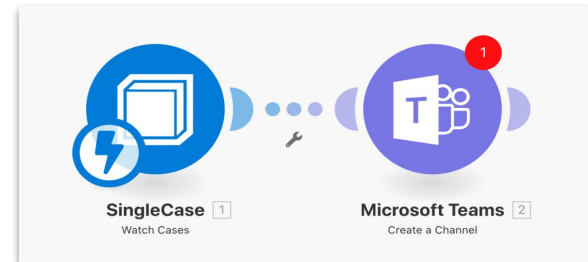
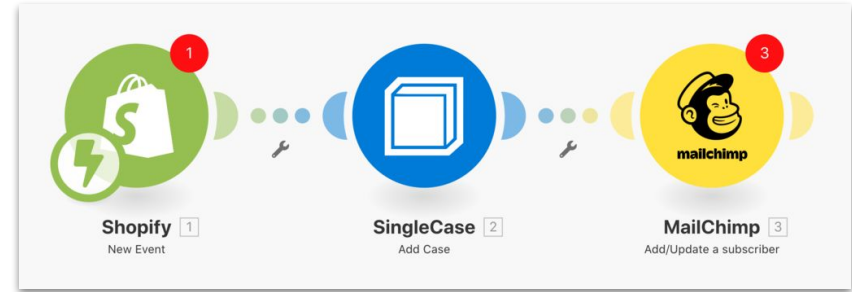
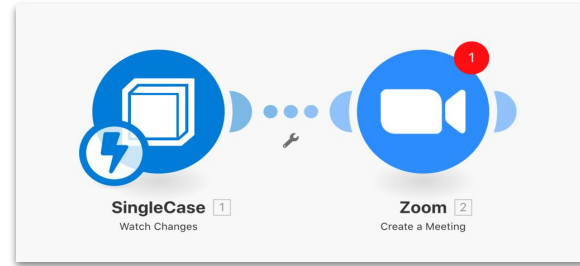
**API - 3rd parties integrations** (more than 300 apps/software available): ZOOM, Slack, JIRA, Mailchimp, Skype, Pipedrive, Salesforce

**Mobile app for timekeeping and tasks**

App to make timekeeping easy also on the go.

# Build your own ecosystem

SingleCase as platform orchestrating the ecosystem of players and services. It is easy, fast and cheap.



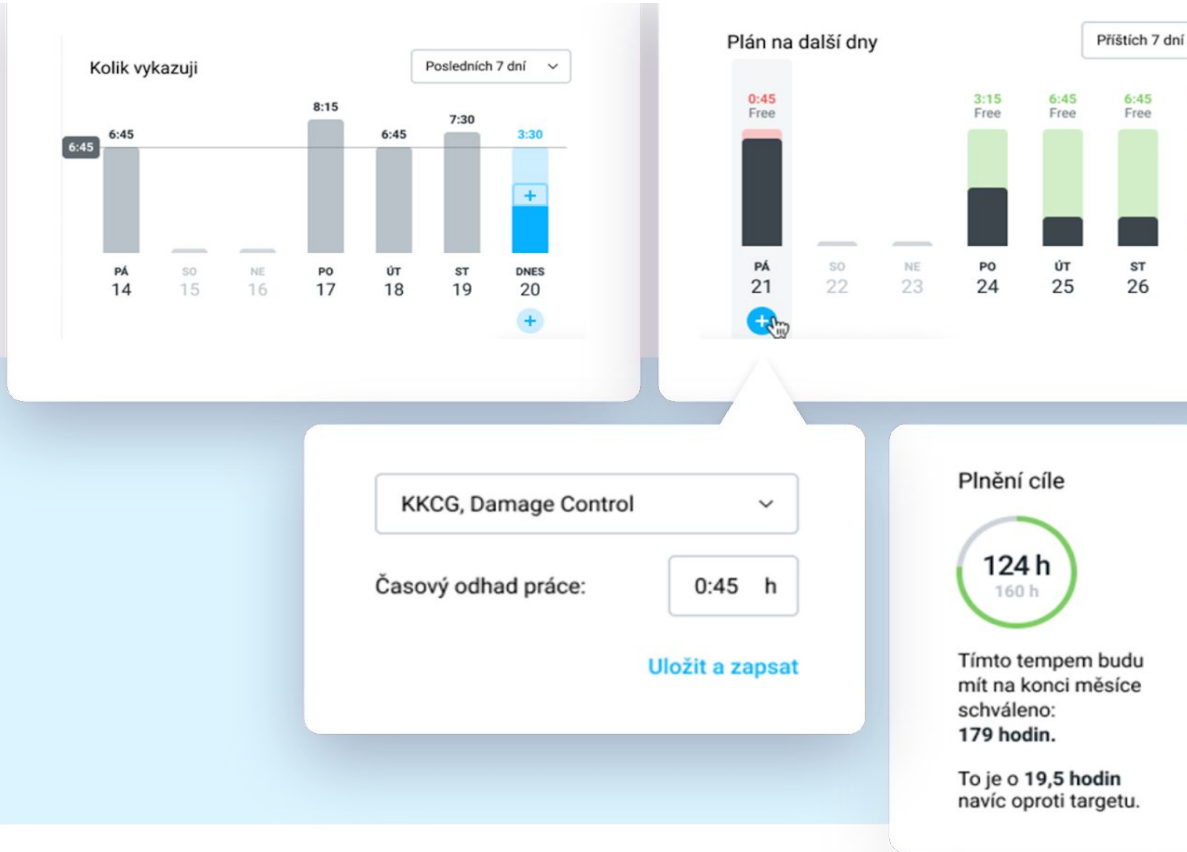
# Looking for lawyers to help us create perfect solution for the Polish market.

Would you like to have early access to Polish version of SingleCase and help us to fine-tune the product with your feedback ? To say thank you we would give you a lifetime discount on all licences for your company.

Please contact us at [lucie.tvaruzkova@singlecase.com](mailto:lucie.tvaruzkova@singlecase.com).

# MAIN FEATURES

# BILLING MADE EASY



Timesheet dashboard allows users to set up goals of billable hours and have a real-time overview of how they are doing.

SingleCase automatically prepares potential timesheets based on users actions in the system (eg. new version of document saved, email sent, task done) to make sure no billable hour is wasted.

# TIMELINE WITH INSTANT OVERVIEW OF THE CASE

**DOKUMENTY** Vyhledat soubor/obrázky... vytvořit

Název	Revize	Autor	Upraveno
Archive	-	-	-
Dojednání mezi akcionáři.docx	-	-	-
Client folders	-	-	-
Counterparty	-	-	-
Mail documents	-	-	-
Podklady od klienta	-	-	-
SingleCase access policy 1.2 (S).docx	3.12	Pavel Křokoska	10.1.1047
SingleCase access policy 1.2 (S).pdf	-	-	-
Received from chat	0.01	Pavel Křokoska	11.12.2019 09:22

**HARMONOGRAM** vytvořit

- Revision of last document 19.12. 2019 13:30
- Zpracovat změny do smlouvy 20.12. 2019 17:00
- Zreviduj články 2 a 3 a přidej konkurenční doložku 7.1. 11:30
- Finalizovat rámcovou smlouvu posílají 09:00
- Představení rámcové smlouvy klientovi 29.2. 14:00

[Zobrazit všechny úkoly a termíny na spisu](#)

**VÝVOJ SPISU** všechny přílohy

[ZOBRAZIT CELOU HISTORII](#)

ZOBRAZIT Termíny Úkoly Dokumenty Marky Poznámky

**ÚKOLY A TERMÍNY** vytvořit

- Poslat na revizi klientovi 24.2. 15:30
- Upravit podle požadavků od klienta 25.2. 09:30
- Poslat protistráně na posráníkující 28.2. 19:30

[Zobrazit všechny úkoly a termíny](#)

**VERZE**

- 25.02.2020, 15:17 - Dan Masar  
Aktuální verze 2.00  
[Přidat dokument](#)
- 25.02.2020, 15:00 - Daniel Škár  
Verze 1.03  
[Přidat komentář](#)
- 25.02.2020, 14:54 - Daniel Škár  
Verze 1.02  
[Přidat klienta](#)
- 28.11.2019, 18:12 - Pavel Křokoska  
Verze 0.01  
[Přidat úkol](#)

[Zobrazit více \(1\)](#)

[Zobrazit více \(2\)](#)

**POZNÁMKY**

Verze 2.00

[Přidat poznámku](#)

[Přidat klienta](#)

[Přidat úkol](#)

- Daniel Škár 25.02.2020, 15:22  
Zpracováno - připsáno na verzi 2.00
- Daniel Škár 25.02.2020, 15:21  
Verze 1.05  
Finalizovány již bez úprav. Poslat klientovi
- Dan Masar 25.02.2020, 15:19  
Verze 1.03  
Revize od protistrany, měřené úpravy

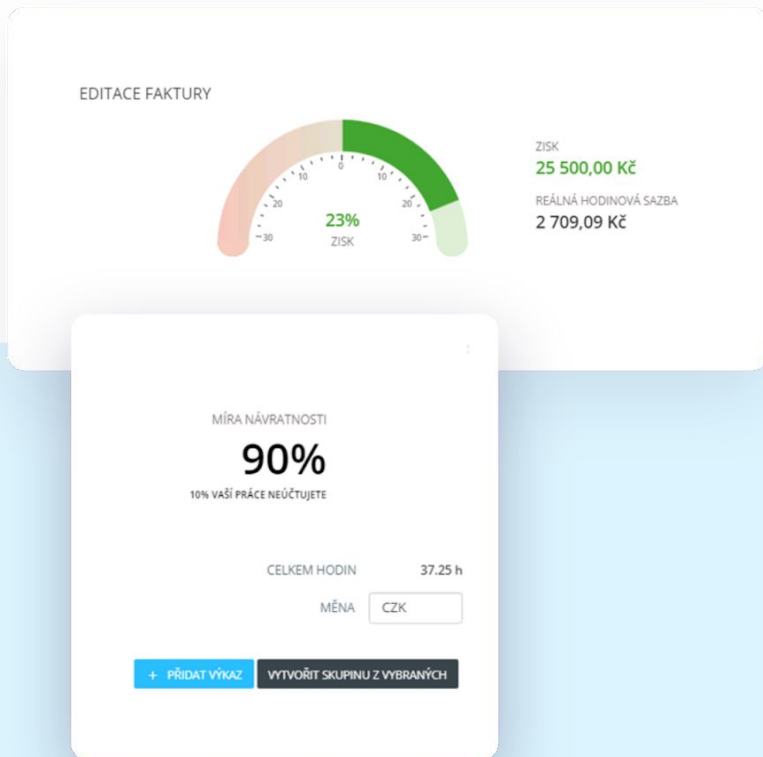
[Zobrazit všechny poznámky](#)

Each case has its own “homepage” gathering all important information at one place - documents, mail, emails, important tasks and dates.

Interactive timeline records all case-relevant actions so there is an instant overview of what is happening in the case available at any time to all users with appropriate permissions.

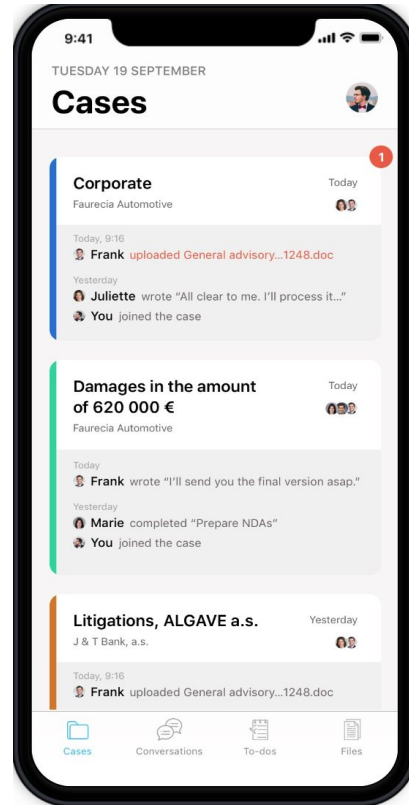


# FULL CONTROL OVER PROFITABILITY



While you are preparing invoices for clients system calculates future profit, recovery rate and real hourly fee so you have clear picture of key business metrics even before you send the invoices out. So if the numbers are bad you can still do something about it.

# SECURED ENCRYPTED CLIENT-PORTAL APP



White-label mobile app to get your company logo onto your clients' home screens.

Enables secured chatting, documents sharing, milestones and tasks follow-ups.

All data exchange is end-to-end encrypted to make it much safer than traditional email communication.

# REAL-TIME REPORTING

Klient	Spis	Odpovědný za spis	Původce	Pobočka spisu	Vykázáno celkem (h) ↑	Vstoupilo do fakturace (h)	Vykázaná částka	Schváleno (h)	Vyfakturovaná částka	Zaplaceno	Recovery rate %	Hodinový výnos	Čeká na fakturaci
TORES v.o.s.	Celkem				31.75	31.75	143 000,00 Kč	25.00	125 000,00 Kč	0	87.41%	3 937,01 Kč	0
	Test Spis	Tomáš Palička			26.50	26.50	130 500,00 Kč	25.00	125 000,00 Kč	0	95.79%	4 716,98 Kč	0
	Návrh na úpadek	Lukáš Petrov			5.25	5.25	12 500,00 Kč	0.00	0	0	0.00%	0	0

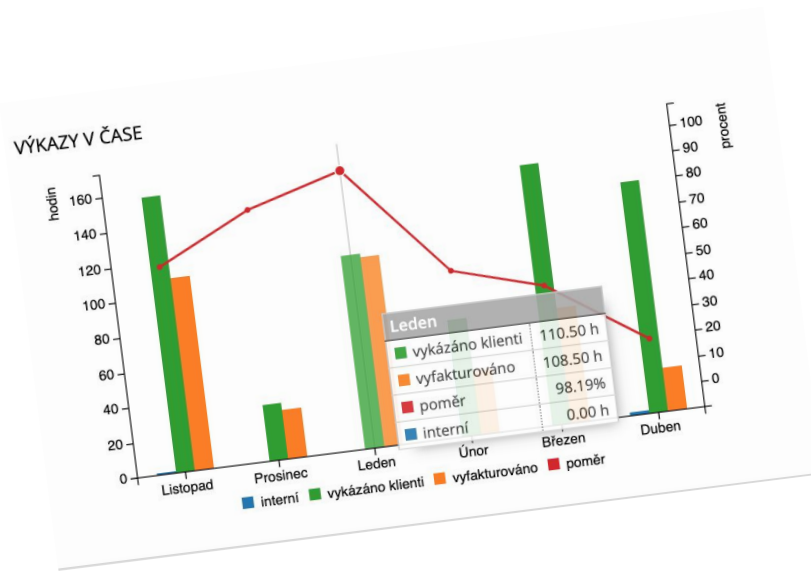
All key business metrics at any moment. Real hourly rate, recovery rate and profitability - per client, per case, per employee.

**LUKÁŠ PETROV 1.2.2020 - 30.4.2020**

Období

**SOUHRN**

Vykázáno celkem	275 h
- klient	273 h
- interní	2 h
Čeká na fakturaci	2 h
Vstoupilo do fakturace	5 h
Schváleno	
- Efektivita	268 h
Vyfakturovaná částka	223.8 h
Hodinový výnos	83.51%
	1 086 787,91 Kč
	4 055,18 Kč



**WHAT COMES NEXT**

# KNOWLEDGE BASE

Be smart and reuse your knowledge. Directly in SingleCase base on the type of case you work on we will display you the most relevant templates, checklists and memos.

The screenshot displays a legal knowledge base interface. At the top, there is a search bar labeled "Advanced search" and a user profile for "Adam Parker". Below the search bar, the breadcrumb "A AUTOMOTIVE SLOVA... > CORPORATE" is visible. The main content area is divided into several sections:

- DOCUMENTS:** A table listing documents with columns for "Version", "Author", and "Modified".
- TIME SCHEDULE:** A list of tasks with checkboxes, titles, and due dates.
- RIGHTS:** A section with a search bar and a "CREATE" button.
- OGRESS:** A timeline view showing a sequence of events with dates from 22.9. to 04.10.

On the right side, there is a sidebar with "Most relevant articles for this topic" and "Knowledge base favorites". At the bottom right, there is a chat window with a profile picture and a message: "Hi Pavel, let me know what you're looking for and I'll help you find it."

Version	Author	Modified
-	-	-
-	-	-
-	-	-
-	-	-
0.03	Pavel Krkoška	2.10 09:39
0.02	Pavel Krkoška	1.10 14:02

Task	Due Date
Preparation of documents for the client for judgment	3.10. 13:30
Modify article 6.8 according to the client's requirements	2.11. 11:30
Modify the contract of article 5.6 according to the client's specification	4.11. 14:00

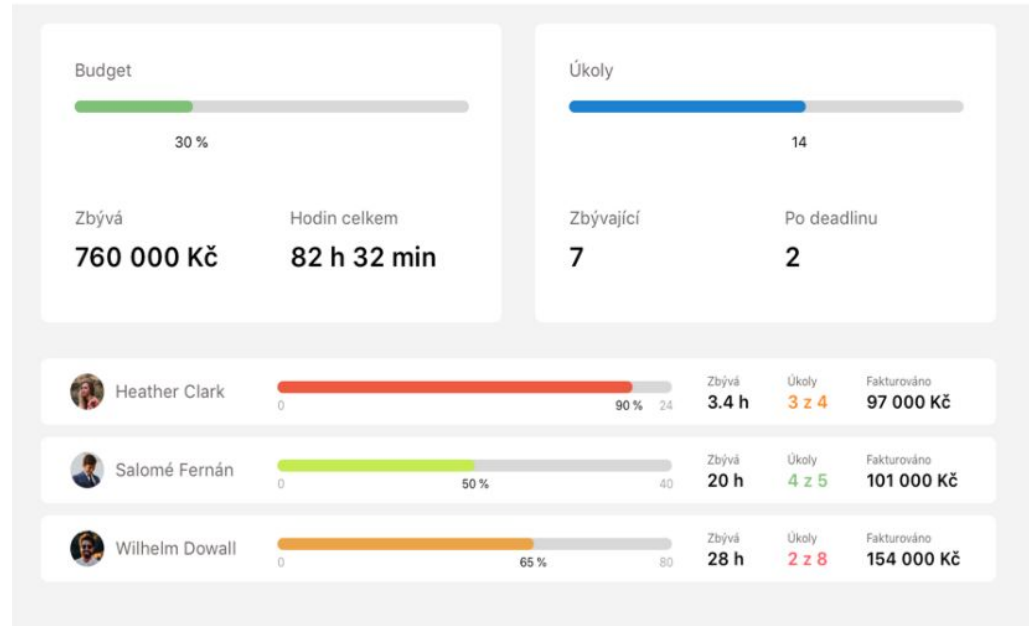
Timeline (OGRESS):

- 22.9.
- 23.9.
- 24.9.
- 25.9. (Contract BILLA per. 20...)
- 26.9.
- 27.9.
- 28.9.
- 29.9.
- 30.9.
- 01.10.
- 02.10. (Framework cooperatio...)
- 03.10. (Confidentiality Agree...)
- 04.10. (Confidentiality Agree...)

# BUDGETING

Are you working on long-term project with fixed budget? Have clear view of how much work is done versus how much money has been already spent.

Škoda Automotive



# THANK YOU.

If you would like a demo or talk to us let us know:

Lucie Tvarůžková

Managing Partner

SingleCase

[lucie.tvaruzkova@singlecase.com](mailto:lucie.tvaruzkova@singlecase.com)

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