

# Kleos

Use case #4

## Looking after the small details to drive the big growth

### The big challenge: billing more and getting paid sooner

We've all done it, focus on the work and forget the business. Before you know it, you're not sure where you're making money and where you're losing it.

Capturing more billable time means increased profitability. But if you're not recording or invoicing billable time in a consistent way, you'll end up with inaccurate rates, lost billable hours and late billing.

Unbilled time and other charges cost you money. Without accurate records, your firm can never really have a clear picture of who is billing what, where errors may be taking place, and how to correct any problems.

What's more, if you don't have accurate reports in place, you can't track which clients have paid and which haven't. Which means you risk not chasing up and collecting late payments.

### The Kleos solution that gives you more time

With Kleos, you can stay on top of billing with more accurate invoicing, thanks to case tracking and time or activity-based management. One click reporting allows you to measure productivity and overall financial performance. You can also more easily identify debtors and chase late payments.



### Five ways you can put Kleos to good use to drive growth and profitability

#### 1. Track your time

You can track activities and log your time in the office and on the go from any device. Timesheets are linked to cases and invoicing.

#### 2. Generate invoices

You can generate invoices based on time sheets or fixed fees in just one minute. The Kleos Business package supports you with extended configuration options, including batch and split billing and multi-case invoices.

#### 3. Get instant insights ...

Use reporting features to analyse time, activities and billing for yourself and everyone in the firm. With instant reports on invoices, payments, case progress and task assignment, you have all the insight you need.

#### 4. ... and smart reports

With Kleos Smart Reports, included in the Kleos Business package, you can generate reports and charts that you can print and export in any format. Cut the data by client, by case or by your own metrics.

#### 5. Improve cash flow

With Kleos, you can instantly find out the account balance of your clients. Following up on overdue payments has never been easier.

## See Kleos in action

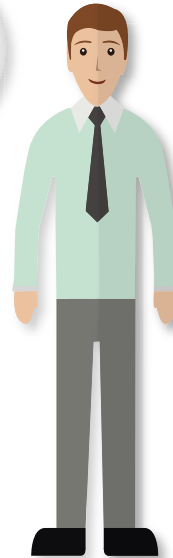
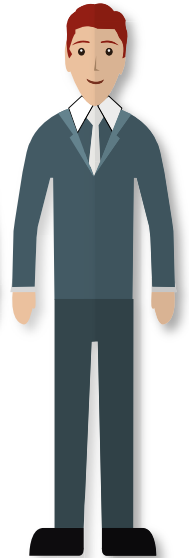
### The scenario: putting together the business case for a new hire

Alex has been in business as a company lawyer for several years. He advises on contracts and compliance. Like most lawyers, he is struggling to deal with all the urgent matters that come his way.

His firm needs to take on another lawyer to service the ever-growing client portfolio. So, Alex is analysing how his current team and current business are performing, to see if it makes sense to look for a new lawyer and make sure the business case stacks up.

### The historical problem: management information was missing

In the past, Alex has lacked good management information. He didn't have detailed insights on the performance of his existing staff members. Nor could he quickly pull together a picture of good and bad payers in his client portfolio. His cashflow information was always behind and, critically, he could never see which clients and cases were his most profitable.

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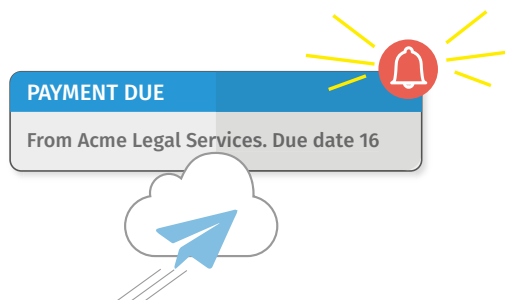
### The Kleos solution: the firm's performance at his fingertips

This time, Alex has everything he needs at the push of a button. With **Kleos** Smart Reports, he can see exactly which cases and which staff are the most profitable. He's able to visualise all the data he needs and export it into a presentation he can share internally with no effort.

Even when his partners ask him to clarify how much had been billed on a certain type of case over the last six months, he can find it instantly through **Kleos**.

### The result: the business case is approved

With all the insights into his firm's performance at his fingertips, Alex has successfully put forward the case to bring another lawyer on board.



If you are thinking about cloud-based legal practice management software, then it's time to take a look at **Kleos**! Schedule a demo today:  
[www.kleos.wolterskluwer.com/en/schedule-demo/](http://www.kleos.wolterskluwer.com/en/schedule-demo/)