

# Timeslips by Sage | Customer Success

## Timeslips by Sage Works in Partnership with LaMonica Herbst & Maniscalco, LLP

The law firm of LaMonica Herbst & Maniscalco, LLP serves a diverse client base and specializes in bankruptcy, creditors' rights, commercial transactions, mediation, real estate transactions, state and federal court litigation, and other related matters. With over 80 years of combined legal experience, the firm maintains a high degree of integrity, responsibility, and a tradition of providing clients with high-quality legal advice and services. The firm's seven attorneys, paralegals, and support personnel all utilize Timeslips by Sage to capture and bill for their time accurately.

"We've used Timeslips for over a decade—since the firm's inception," says Gary Herbst, a partner with LaMonica Herbst & Maniscalco. "Our bankruptcy work in particular requires a very strict time-recording system, and Timeslips gives us that."

### Monitor Staff Productivity

Productivity is important to firms that bill for their time. Timeslips empowers LaMonica Herbst & Maniscalco with the tools it needs to measure that productivity and maximize billable hours. "We can compare the time recorded against billable hours to see where we are not being productive and work to improve it," Herbst says. "It is important to have access to this information early on—once the case is completed, it is too late to take action."

### Enjoy Flexible Reporting

Timeslips offers dozens of comprehensive reports, plus the ability to modify existing reports and design new reports quickly and easily. A brief description and a convenient thumbnail view of the report makes it easier to select the correct report to meet a specific need. Most reports can be exported to Microsoft Excel® for further analysis or data manipulation.

"With Timeslips, we get strong reporting tools and billing formats that fit our firm's needs," says Herbst.

### Customer:

**LaMonica Herbst & Maniscalco, LLP**

### Industry:

Legal

### Location:

Wantagh, New York

**Number of Locations:** 1

**Number of Employees:** 15

### System:

**Timeslips by Sage**

### CHALLENGE

LaMonica Herbst & Maniscalco specializes in bankruptcy law, which requires that the firm comply with a number of unique requirements regarding billing and time recording.

### SOLUTION

The firm has used Timeslips by Sage since its inception more than ten years ago, upgrading frequently to take advantage of the expanded features and functionality of each new version.

### RESULTS

Reports provide a clear picture of each individual's productivity. Flexible billing formats allow the firm to tailor the look of its client invoices. The interactive bill preview feature streamlines the partners' review of the billing process.

The firm recently upgraded to the latest version of Timeslips and is enjoying the enhanced functionality, increased efficiency, and improved performance.

“The new Contributions Report is particularly valuable to us,” Herbst says. “It gives us a clear picture of each individual’s overall productivity. The report summarizes the work in process, billed, collections, and other details for every timekeeper in the firm.”

As part of Timeslips 2009, the company can include its own calculated fields on reports. The new fields can include mathematical formulas that use values from existing report fields. This adds tremendous flexibility and enables the company to produce specialized reports.

### Utilize Customized Billing Formats

Herbst says his firm is unique in the way that it bills, due to the nature of its bankruptcy work. “We don’t bill each month and get paid by our client,” he explains. “It may be three or four years down the road before we are able to bill for our work.” Timeslips keeps the firm’s time and expenses organized and categorized and ready to bill when appropriate.

The intuitive bill design tool within Timeslips makes it easy for the firm to customize the layout of its bills. The tool displays the bill format on the screen, and it can easily be customized by dragging and dropping the required fields into the bill. The firm can even create a unique billing format for each client if needed.

When reporting to the bankruptcy courts, LaMonica Herbst & Maniscalco must break down its billable time into tenths of an hour and by individual task. The firm typically bills in quarter-hour increments. Timeslips is flexible enough to support multiple time increments. “It’s a comfortable program for us to use,” Herbst says. “It works very well for us.”

*“We can compare the hours recorded against billable hours to see where we are losing productivity and work to improve it.”*

### Streamlined Billing and Payment Processing

Herbst and the other partners use the interactive bill preview function to display a client’s bill in the same format in which it will be printed. They can click on an item to drill down to view and edit the source data and then return to the updated bill with one click to verify any changes. “It’s an efficient way for us to review and approve billings before they go to a client,” says Herbst.

Accounting staff at LaMonica Herbst & Maniscalco use the Accounts Receivable List, presented in a clear, interactive format, to select the appropriate transaction, open the record, and apply payment. “Timeslips is our main tool for finance and billing—as well as for timekeeping,” Herbst says.

### About Sage North America

Sage North America is part of The Sage Group plc, a leading global supplier of business management software and services. At Sage, we live and breathe business every day. We are passionate about helping our customers achieve their ambitions. Our range of business software and services is continually evolving as we innovate to answer our customers’ needs. Our solutions support accounting, operations, customer relationship management, human resources, time tracking, merchant services, and the specialized needs of the construction, distribution, healthcare, manufacturing, nonprofit, and real estate industries. Sage North America employs more than 5,000 people and supports nearly 2.9 million small and medium-size business customers. The Sage Group plc, formed in 1981, was floated on the London Stock Exchange in 1989 and now employs 14,500 people and supports 5.8 million customers worldwide.

