3E

Broaden your strategic visibility
Simplify and boost firm-wide compliance
Confidently take on the future

THOMSON REUTERS®

> *We saw the implementation of 3E as an opportunity to maximise technology and perform at a higher level.*

Erich Bachmann
Managing Partner, Hesketh Henry

Innovation. Growth. Profitability.

331

law firms worldwide
have selected 3E

86%

of Am Law 200 firms rely on at
least one enterprise business
management solution from
Thomson Reuters

200+

firms are expected to go live
on 3E by the end of 2020

Any professional services firm that wants to compete in today's market must have the technology that meets today's needs while enabling tomorrow's growth.

SCALABILITY

3E® from Thomson Reuters has the technology to help improve performance across all of your firm's critical processes, streamline critical areas, add necessary security checks, expand billing flexibility and accuracy, and increase your visibility into your firm's health.

ADAPTABILITY

We know your firm has specific needs. Rather than a cumbersome system that forces your firm to fit to its specification, we've designed 3E to enable you to configure it to your processes. At the same time, 3E provides you with opportunities to not only adapt processes but improve on them as well.

FLEXIBLITY

3E is the market-leading enterprise business management solution that connects all critical areas of your firm. Available to be deployed either on your premises or in the cloud, 3E can provide your firm with the robust tools it needs to run efficiently and grow profitably.

3E STANDS OUT AS THE LEADER

- Advanced architecture can be configured to work with your office requirements
- Built-in capabilities help your staff streamline and automate processes
- Scalable for unlimited future growth
- Multicurrency, multi-language support
- Cloud, on-premises, or hosted options meet your flexibility needs
- Industry-leading security checks

The most innovative business process platform available,
3E fosters growth, maximises performance, and increases profitability.

Streamline, Strategise, and Grow

An investment in next-generation technology is no longer a choice—it's a competitive necessity. The 3E software development platform is built entirely on Microsoft® .NET, operates on a thin client, offers superior wide-area-network performance, and is based on open standards. The result is a reliable, stable, and consistent solution that helps firms respond to client needs and adapt to changing business and technology requirements.

Only the 3E framework is designed to unify all operational data across the entire business, connecting your firm by joining all financial management, client and matter management, risk management, and time entry information.

3E DELIVERS

- In-depth analytics and reporting tools for increased visibility and quicker decision-making
- Complete mobility for greater efficiency
- Time management to pinpoint and secure accurate time reporting
- Billing tools that allow for unlimited billing scenarios and alternative fee arrangements
- Advanced intake and conflicts searching functions to speed processing and reduce risk
- Single, consistent, and intuitive interface that's web-based and easy to use
- Sophisticated data model allows multiple views of data and drill-down ability

3E
GAME-CHANGING TECHNOLOGY

Scan this code with your smartphone to watch the video or visit **elite.com/3egamechanger**.

Choose from Flexible Deployment Options

Whether you implement on your premises, go over to the cloud, or choose a combination of both, 3E can provide your firm with the model to meet its needs now and in the future.

3E On-premises	• 3E is installed on customer-owned infrastructure • Firm-managed, including performance, environments, and security, giving firm control over upgrades and fixes • All 3E products, integrations, and customisations are available • Implementation time is longer than cloud deployment
3E Cloud (SaaS)	• 3E is housed in Microsoft Azure® public cloud • Thomson Reuters managed, including performance, implementation, and environments • Limited modules and integration scope to start • Decreased infrastructure costs • Streamlined implementation • Automatic upgrades • Security with Microsoft Azure, including physical and digital protection and encryption of data
3E Hosted Cloud (IaaS)	• 3E housed in private or public cloud • Infrastructure controlled by cloud provider • Firm-managed, including performance, security, and upgrades • No products, modules, or customisation limitations

3E provides a solid, flexible framework, backed by the reliable, ongoing support we needed to make our goals a reality.

Mary Fraizinger
Director of Business Planning and Operations, Gardiner Roberts LLP
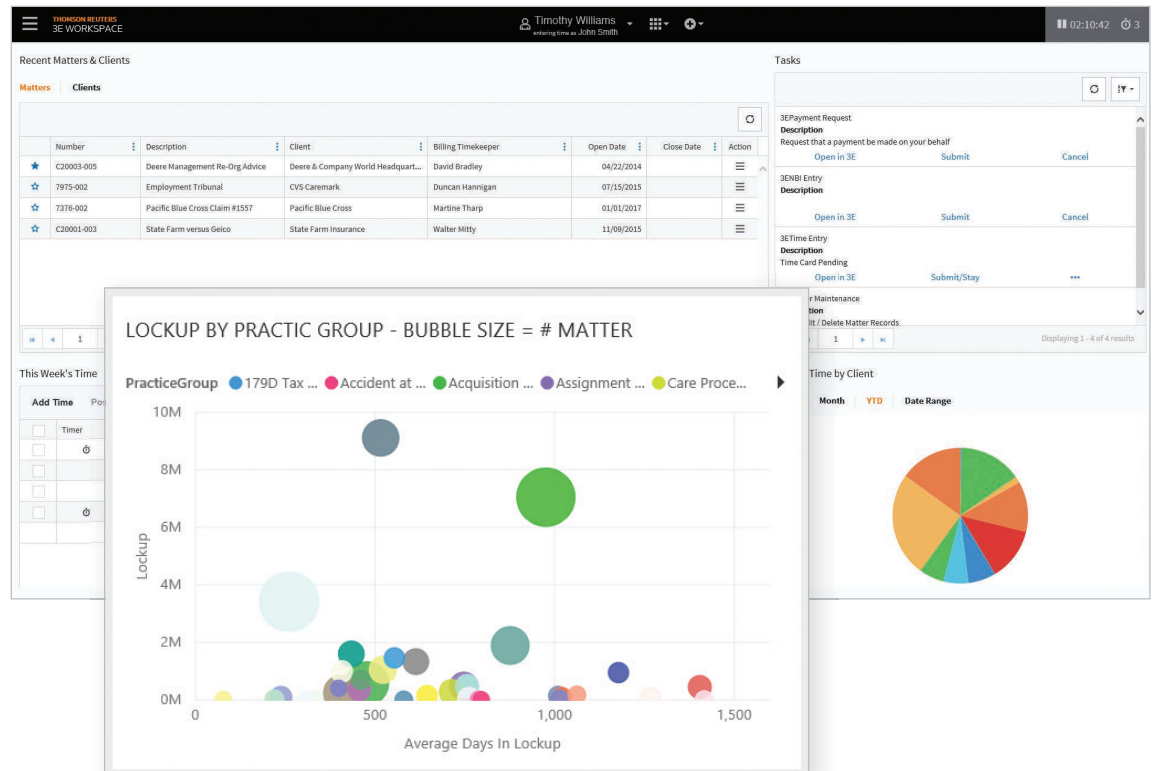
Empower Your Lawyers to Succeed

We know that law firms need to be responsive and flexible. 3E provides the tools for lawyers, partners, and administrative staff to do their jobs quickly with the tools they need to work in any possible environment: whether it's in the office, remotely, or on their phone. 3E provides productivity tools built to work the way lawyers work, so they can deliver the best legal service in the most cost-effective way.

With seamless access to products like 3E Workspace, lawyers have access to time keeping, business development, and client and matter information that provides them with tools to efficiently complete daily tasks from any place and at any time. Made possible by the 3E Framework, Workspace gives professionals access to the full range of business management tasks and insight, including time entry and revenue management and key performance indicators (KPIs) in one place.

PRODUCTIVITY TOOLS THAT GIVE LAWYERS:

- **Efficiency** – A one-stop shop for lawyers with all business management functionality in one intuitive view
- **Visibility** – Critical data in one place
- **Accessibility** – Intuitive and user-friendly experience, available from anywhere
- **Client service** – Instant access to real-time client information.

3E Workspace enables fee earners to view client, matter, and personal performance information quickly and easily in the office or on the go with their mobile devices.
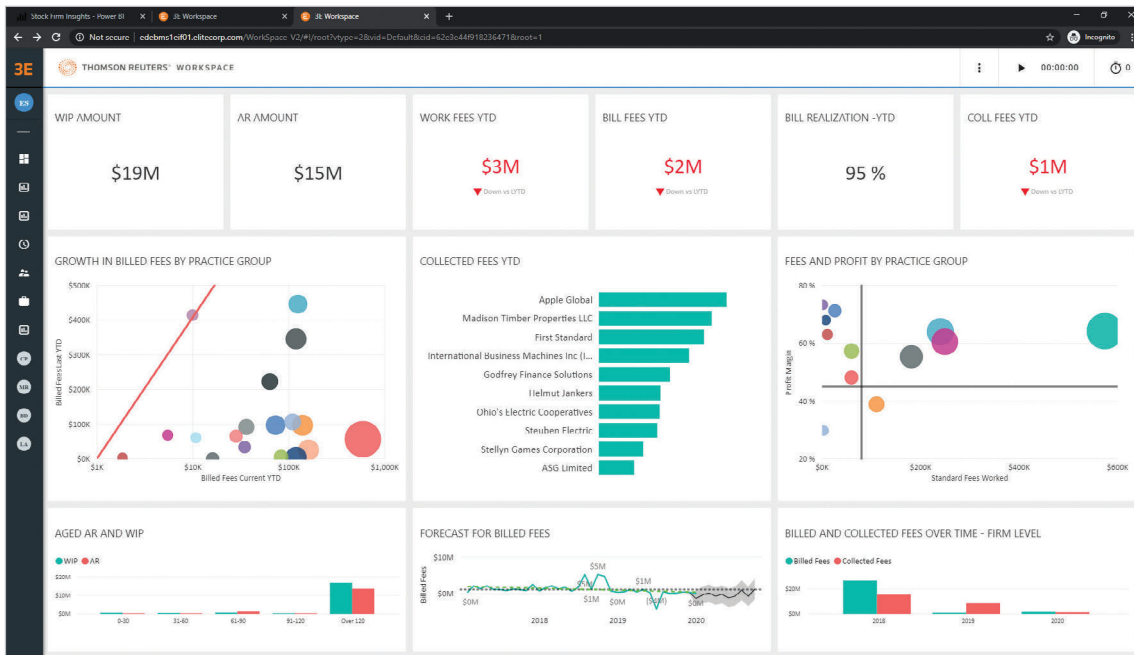
Broaden Your Strategic Visibility

The progressive law firm is equipped with the tools to help leaders make the right strategic decisions. 3E has the tools to help them find the right data. 3E Data Insights enables you to tap into multiple data sources to gather insights and spot trends as they happen. Now you can get rich, persona-based visual analytics available anywhere, anytime.

Data Insights, a self-service analytics model, is just one of the many tools available to you to gain actionable insights and make data-driven decisions that help keep your business on track.

- Get actionable insights from a single dashboard that's tailored and filtered based on what you manage
- Make timely decisions with access from desktop or mobile devices
- Tailor rich visualisations to include any firm-specific KPIs or modify drill-down hierarchy
- Get forecasting and advanced analytics for fee earners and managers out of the box

Data Insights provides drillable analytics for the firm, office, practice group, and individual fee earners—visualised using Microsoft Power BI®.

Simplify and Boost Time and Billing Management

The 3E all-in-one legal time and billing solution means your fee earners can quickly and easily capture and enter their time and costs. Data is captured in real time and is fully integrated with the 3E Invoice Management capabilities so you can swiftly move from time entry to billing.

Time management has become easier than ever with 3E, which is designed to improve time entry and analytics. Users can free up time by starting, stopping, or pausing timers from web and mobile devices, and they can access any of these options to get to the full list of timers at any time.

- Ensure billing rules enforcement and lower the amount of billing exceptions and returned bills
- Build your clients' billing rules into the entire life cycle of a matter, giving your clients exactly what they want, when they want it
- Take on new matters and fee arrangements with confidence
- Manage time and billing from web and mobile devices
- Shorten the billing-to-cash cycle
- Maximise billable time captured and client-related costs with easy time entry

> *Faster reporting, easier budgeting, and a tighter rein on costs are the ways that 3E helps us serve clients better.*
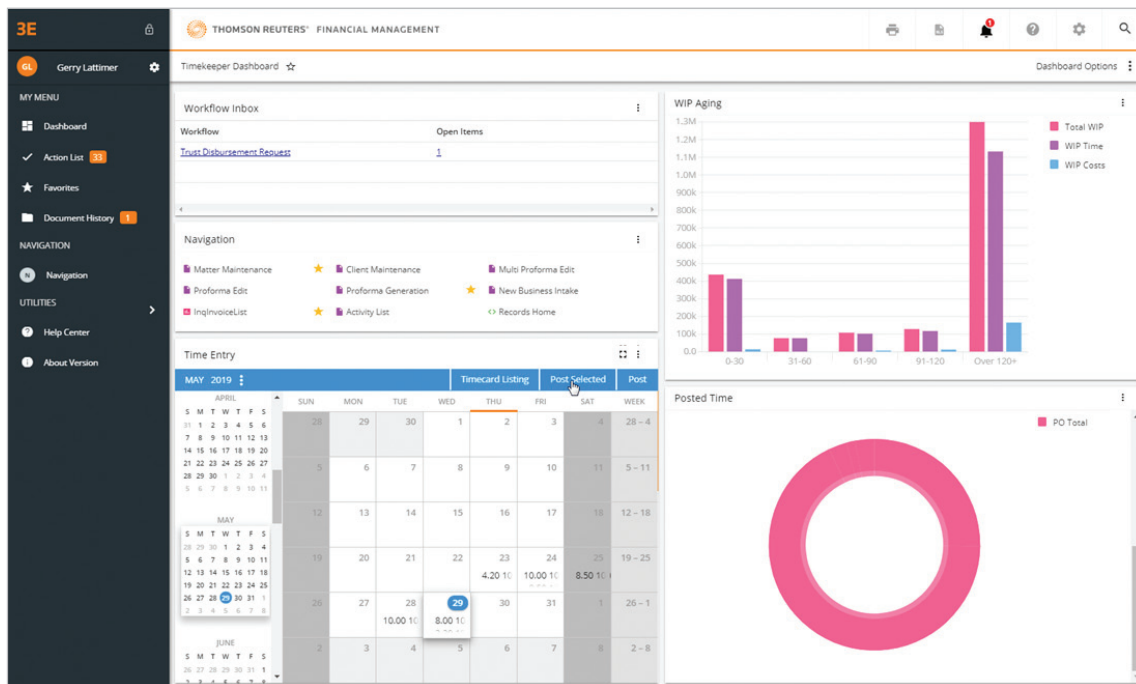
Steve Bassinger

CFO/Controller, McKool Smith

Say good-bye to manual processes that open the door for ad-hoc operating mechanisms. With 3E, you get a solution that offers industry-proven models and processes that help you streamline your firm's core business processes from end to end. 3E provides the tools to ensure you comply with the myriad legal regulatory laws, billing regulations, and client compliance and rules you face on a daily basis.

3E DELIVERS

- **Embedded billing rules** – Client billing rules are built into the matter life cycle, and jurisdictional financial/ tax rules are built into the system
- **Embedded, automated workflow** – Every screen is enabled to configure workflows
- **Thomson Reuters' experience and expertise** – Benefit from process models and embedded templates built by leveraging 35+ years of working with more than 2,400 firms

Time management has never been easier with a dashboard that provides all the critical data that fee earners need to stay informed and easily enter time.

Prepare, Go Live, and Thrive

With years of industry-leading expertise and experience, our trusted Services team is your one-stop-shop for your Thomson Reuters technology. Our services advantage means you can deploy quickly and reliably, anywhere in the world. We are committed to delivering the highest quality services that not only maximise your investment but also set your firm up for long-term success with optimised business operations.

Prepare with readiness services
- Business process reviews
- Prior customisation inventory
- Data sources preparation
- Technology infrastructure review
- Business impact planning

Go Live with a proven approach
- Project Quality Model (PQM)
- Services Library
- Elite Conversion Engine
- Blueprint Accelerator Pack

Thrive with optimisation services
- Value-added software
- Software standardisation
- Business consulting services
- 3E upgrade

QUALITY IMPLEMENTATIONS FROM DAY ONE

Unlike anyone else in the market, Thomson Reuters is laser-focused on quality implementation, top to bottom, to support the success and growth of your firm. We make intelligent, strategic investments in time and talent upfront, to ensure smooth, reliable, trouble-free operation of your firm's financial systems over the long haul.

View

Implementation begins with a conversation. We get to know your firm and unique requirements in-depth. You can count on a detailed implementation roadmap to prepare you for every step of the way.

Strategy/Solutions Orientation

We work closely with your team to gain a deep understanding of your firm's business requirements and success strategy. We understand that financial infrastructure is crucial to your firm's strategic vision and business success.

Execution

This is where care, quality, and a tailored approach deliver quality results to your team. We combine your requirements, strategy, cost parameters, and success factors into a single quality solution that works, now, tomorrow, and long into the future.

Support

Full deployment is not the end of the story. We ensure a seamless, thoughtful, and timely transition for your team from Elite Services to Elite Support, with an ongoing commitment and dedication to your firm's success.

The Thomson Reuters Advantage

Unmatched Experience

650+ Enterprise systems, 335+ 3E systems, hundreds more Elite systems, 4500+ firms

Full Service from the Market Leader

One-stop shop to prepare for, go live on, and thrive on Elite technology

Certified Experts

230+ dedicated consultants, certifications include PMP, CPA, MBA, Six Sigma, and CSM, and most have spent decades working with law firms

Worldwide Resources and Scale

Thousands of partner and affiliate consultants and multi-lingual and global network resources available

Project Leadership

Expect more than project management – expect project leadership, based on a prescriptive approach and 120+ proven process models

Connect Every Aspect of Your Business

From finding new business, to managing your matters, to running your operations more efficiently and profitably, 3E can help you get it done. 3E is a complete enterprise business management solution that was developed with the entire matter life cycle as its backbone. It offers a variety of solutions to help you connect all major areas of your business.

3E Templates
Turn data into usable business documents

3E Templates is a powerful document automation solution that improves efficiency and increases profitability by transforming your back-end data into a variety of formats for automatic distribution via print, email, file locations, or document management systems simultaneously.

- Increase firm-wide visibility and management control with readable information distributed electronically
- Improve client relations by efficiently meeting client bill format requests
- Automate manual document processes such as collating and distributing reports
- Save time with Visual Designer, a Templates tool that allows you to create and preview layouts as you format, all within a familiar Microsoft Word-like experience

3E Paperless Proforma
Automate proforma distribution and mark-up

Reduce the chance of human error, speed the pre-billing process, and get invoices out the door faster with 3E Paperless Proforma. This intuitive, browser-based pre-bill distribution and mark-up solution provides sophisticated auditing, tracking, filtering, and reporting capabilities so you can start improving your cash flow.

- Streamline and expedite the review process for improved cash flow
- Reduce paper usage and costs within the pre-bill workflow
- Increase productivity with filtering, reporting, and scenario calculations features
- Review proformas securely while out of the office without transporting confidential, printed documents
- Expand visibility of productivity and profitability with a wide range of pre-built reports for managerial review and analysis

Advanced Reporting Solutions

Profitability
Profitably grow your business

Profitability brings together cost accounting capabilities with analytics to help you confidently pinpoint the answers to key questions about cost management and optimisation.

- Gain visibility into cost and profitability drivers for cost management and optimisation
- Generate accurate cost rates by leveraging direct and indirect cost data updated throughout the year
- Make informed business decisions using persona-based dashboards tailored and filtered for what each manager needs
- Increase efficiencies and profits by calculating profitability analytics by practice, fee earner, client, and matter
- Achieve profitability goals with the help of setting targets and measuring performance against them

Advanced Financial Reporting
Improve decision making

Turn your critical data into meaningful information with Advanced Financial Reporting. Powerful and intuitive 3E data analysis capabilities help enhance analysis and decision making. Predefined or customised metrics offer a view into the most recent system activity to provide up-to-the-minute insights on firm performance and trends.

- Create, integrate, and maintain reports without the help of IT
- Manage and measure firm performance
- Use design tools for advanced reporting capabilities and multi-dimensional report outputs
- Drill down into real-time data
- Modify reports to adapt to changing needs and different audiences

Budgeting and Forecasting
Plan and react with confidence

Budgeting and Forecasting is a web and Microsoft Excel®-based solution for budgeting and forecasting of operating expenses, fee earner revenue, fee earner compensation, and capital expenditures. It gives you the accurate and pin-point information you need for strategic planning.

- Protect profits with real-time insight that shows if your firm is on-budget
- Skyrocket efficiency and accuracy with an automated system tailored for finance
- Eliminate errors and instantly correct issues by quickly plugging into human resources and payroll systems
- Confidently plan and review firm productivity, efficiency, and profitability

Take on the Future

WHAT IF YOU COULD …

- Take on new matters and fee arrangements confidently

- Secure your data

- Grow your financial management system with the firm

- Easily incorporate new technologies and datasets into your existing financial management solution

- Have a robust feature set

YOU'D BE ABLE TO …

- Ensure your firm thrives today and in the future

- Stay on the leading edge of technology

- Reduce your firm's exposure to risk

- Confidently rely on the systems you have in place

No matter what changes are happening in the legal market, if you want to consistently excel, you need the tools to face them head-on. Are you confident your current systems will be able to adapt to future legal landscape shifts, threats, and vulnerabilities that you will face? With 3E, you don't have to worry. Built with future-proof technology, 3E delivers unlimited agility and profitability. Its sophisticated architecture is built entirely on Microsoft .NET, making it easy to grow with your firm and adapt to your changing needs. And you can trust that the Thomson Reuters team will be by your side as you navigate the changes today, tomorrow, and into the future.

3E DELIVERS

- **Open and scalable foundation** – Technology core offers the ability to scale in size

- **The most reliable and secure system on the market** – Role security and audit capabilities are built into the system; gain enhanced security through the cloud

- **Flexible data model** – Ability to customise fields and adapt to future business requirements

- **Cloud-delivered** – Cloud offering provides all the mobility and security benefits that the cloud offers

- **Abstraction layer** – Distinct technology layers that can be updated individually and quickly without disrupting the whole system, allowing new technologies to be integrated into the product (e.g., moving from Silverlight® to HTML 5)

Pat Southern
CFO, Cassels Brock &
Blackwell

"We're partnered with the right vendor who understands and continues to understand what the demands are on our firm... They will be there partnering with us to work on the solutions that make sense."

Scan this code with your smartphone to watch the video or visit **elite.com/trustedsolutionvideo**.

THOMSON REUTERS®