

Law Society Guide to Software Solutions Checklist

Accounting and Practice Management Functionality		Seneca PM
Accounting		
Fully compliant with SAR		Yes
Client Account O/D	Prevent	Yes
	Override	Yes
Office Account in CR	Prevent	Yes
	Allow	Yes
Agency or Principal VAT		Yes
Fees Received or Bills Rendered		Yes
Multiple Periods open		Yes
Client interest calculation		Yes
Deposit Interest calculation		Yes
Credit control		Yes
Budgets at multiple levels		Yes
	Individual	Yes
	Department	Yes
	Fee Type	Yes
	Branch	Yes
	Practice	Yes
Multi-Currency		Yes
Asset register		Yes
Purchase ledger		Yes
Counsel fees Ledger		Yes
Disbursements	Incurred	Yes
	Billed	Yes
	Future	Yes
	Unpaid	Yes
Aged Accounting		Yes
Automated billing	Guides	Yes
	Bill Production	Yes
Time Recording		
Time sheet entry		Yes
Clock/timer entry		Yes
Automated time recording		Yes
Time posting from Case		Yes
Multiple Time rates for	User	Yes
	Fee Type	Yes
	LSC	Yes
	Activity	Yes
Matter time budgets		Yes
Billing Guides		Yes
Time Reports		Yes
Time management		Yes
Write off management		Yes
Recovery management		Yes
Expense of Time V Actuals	Individual	Yes
	Department	Yes
	Branch	Yes
	Practice	Yes
Management Reporting		
Pre-defined management reports		Yes
User-defined report generator		Yes
WIP by	User	Yes
	Department	Yes
	Fee Type	Yes
	Branch	Yes
	Practice	Yes
Write-Off reporting		Yes
Aged WIP report		Yes
Profitability report		Yes
Aged Debtors		Yes
YTD Comparisons		Yes
YTD against Budgets and Yr On Yr		Yes
Fee Earner Desktop		
WIP by	Matter	Yes
	Client	Yes
	Work Type	Yes
YTD Productivity analysis		Yes
Missing Time records		Yes
Written Off time by	Client	Yes
	Matter	Yes
Unbilled Time and Disbursements		Yes
Critical Tasks/Dates		Yes