

report

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Implementation of IT in a Law Firm

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Introduction

Technology has been seen to have ventured into different fields, and the law included due to the nature of easing most tasks performed in these fields. Start-up law firms tend to experience first-time changes, which are the cause of challenges in these firms. This tends to affect resources such as financial assets, physical assets, human assets and data assets. In the new system, every business wants to get the ability to change and innovate. It's also the case of these conventional police firms. Most of them work on this similar business model since they were established. Philosophy is the area where original concepts began to be for the time today though not as bold as in different industries, and a handful of firms and attorneys are coming up with a whole new set of assumptions about how a law practice should operate. According to Mcfadzean, Ezingear, and Birchall (2007), as cited in Evans and Price (2017), sees information assets as a goldmine of any organization. This paper seeks to discuss the implementation of technology in start-up law firms based in Indianapolis.

Problem Statement

Law firm being one field that deals with a lot of information and data, it is a challenging task operate by the use of olden non-technological techniques. Therefore the main intent of this project is to implement a system for the start-up law firm in Indianapolis. It seems that the more significant innovations by leading American police firms facing considerable challenges appear in these three essential areas because they represent the most crucial set of issues for customers. Customers generally expect their force firms to make necessary and long-term investments at the operational quality so they can produce high-quality services. The world of technology used for the creation of goods and services is one crucial element in charge of the success of the business. The application consists of a variety of machines and procedures available for purpose via the industry

and the way of doing things. This improvement in technology raises the overall factor productivity of the business and reduces the unit value of production. They also have forced firms to realize their personal business processes inside and away and to be continuously improving upon them. The system is a technology-oriented one where seeks to manage most of the asset resources available at the firm, which is finances, court sessions, and clients among others.

Objectives

In regarding technology as an equalizer to enable start-up law companies in Indianapolis, the following objectives seek to investigate:

- i. Automation of the firm's operations, that is, courtroom management, client billing among others
- ii. Office setup with computers, printers, file servers, network and so on

History and Background

Evans and Price (2017), in their paper, showing that most law firms are driven towards legal information assets creation and transfer, that is, details about defendants, clients, judges, judgments, lawyer's experience among others as cited in Sukumaran, Chandra and Chandra (2013). Proper management of information assets is essential in enhancement of business performance, which aids firms in gaining market competition advantage thereby leading to the delivery of less expensive products. This would increase revenue, cut costs, enhance profitability, reduce risks, improve on defiance and better competitiveness as indicated by ¹ Bedford and Morelli (2006), Oppenheim, Stenson, and Wilson (2001), Young and Thyil (2008) cited in Evans and Price (2017).

To develop and implement a strategy that enhances the business's chances of attaining and maintaining a competitive advantage, managers need to have a theory or explanation of how to compete. This means that managers want to have some sort of understanding about what causes quality or poor performance. Realizing the underlying causes of observed phenomena is far from insignificant, yet. Everyone will think that Apple has taken some hugely successful innovative products, e.g., the iMac, iPod, iPhone, and iPad, mixed with its enormously popular iTunes companies.

Firms have advanced actions to improve their competitiveness through better quality, lower production costs, and increased marketing performance. Government measures and regulations and environmental concerns are not significant drivers of design actions. As predicted by writing and surveys, firms can develop their application strategy to support their overall business strategy.

Regardless of the information being a livelihood of a business, most firms in Indianapolis, conversely, ¹do not manage data, information, and knowledge appropriately. A research conducted in 2007, founded that less than ten percent of law firms used technology to manage their assets. As technology advances, law firms are prompting to support information management systems, techs, and social media. With new technology, it will be possible to work from home, for example, cloud storage capable of allowing clients, cases, and other information to be stored at one central place and accessed anywhere (Evans and Price, 2017).

Tools like ¹intranets, expert systems, online conflict resolution systems, and knowledge management tools, and artificial intelligence would suit law firms. On the other hand, a content-based management system would ease search, management, and information retrieving stored at different locations in firms (Evans and Price, 2017).

This service knowledge management system includes the design management system, also as different databases and data systems. This delivery ² knowledge management method includes tools for gathering, storing, managing, updating, analyzing, and demonstrating all the knowledge, data, and information that the IT service provider would need to manage the full lifecycle of IT services. The class used to determine the relative value of the occurrence, difficulty or effect. Priority is from outcome and importance and is used to determine needed moments for actions to be taken. For instance, the service level statement may say that Priority 2 incidents must be solved within 12 minutes.

In the center of information is the creation of feedback loops, which means a non-linear structure with cyclic dependencies. Bayesian reasoning is simply a tool and not a fundamental characteristic of either world or sophisticated systems. As a way, it has limitations in its domains of relevance. So we should be careful about using the tool as a need for understanding complicated systems. Artificial Intelligence has struggled for decades, and maybe this insight may be at re-examining and questioning our personal research bias (Lawrence, 2016).

Methodology

Automation of a start-up law firm requires on proper background check on what kind of technologies would suit it. This is in consideration of who needs to use these techs. It all starts by interviewing with the firm stakeholders to establish a list of all their requirements. The data collected through this method would then be analyzed for proficient solutions.

Consulting companies, mostly offered through specialty technology or design firms, need the technical, economical and regulatory setting. Consultants assist with system design and

assessment; collecting or working technology selection and testing; system analysis; finance; service design and permitting; business monitoring; and system acquisition (Ha-Redeye, 2017).

Technology is opening up new moral concerns for corporations, ranging from the appropriate safeguarding and usage of consumer information to the effect of automation and robotics upon the manpower, to the observation of employee connections, e.g., e-mail and social media. Simultaneously, technology is also offering the tools and results for keeping firms to higher moral standards. Many studies have shown that conducting business ethically will increase performance and profit.

Alongside this automated collection of information, does the need for manual investigation. Examining process tests results, dividing the pertinent data points, producing effective solutions, and spotting trends all need the person at the helm. Nevertheless, developers should be using their time wisely and be able to produce consistent outcomes when examining and changing the use code (Seuffer et al. 2018).

Before adopting any system for the organization, it will be essential to calculate all the numbers of hardware to facilitate each process. For example, how many computers are needed, which type of network is more secure, which more reliable storage to use, that is, cloud or relational databases among others. Later there will be a design of conflicts management system, courtroom, and session's preparation system, client billing system, online lawyer booking system using relevant software development methodologies.

Work Timeline

Timeline	Scheduled Work
2 days	Meeting the stakeholders
5 days	Preparation of user requirements

3 days	Budgeting of the whole project
2 days	Updating stakeholders on progress
2 weeks	Purchase, set-up and installation of hardware
2 days	Inspection of installed hardware and networks by the stakeholders
1 week	Prototyping all the Enterprise Resource Planning Softwares
3 months	Development of ERP Softwares
1 week	Installation and testing of ERP Softwares
2 week	Training of staff on the usage

Budget for the project

Funding for this project should go hand in hand with the firm's annual financial budget. Long-range business thinking goes hand-in-hand with budgeting. When completely produced, the long-range business plan compliments the yearly operating plan. Through the annual operating plan, the committee of management finally recommends the program of public services to be offered, capital improvements to be made every year, and revenues to fund for these. The part of the committee of business in U.S. Towns is unique in that regard; under different kinds of domestic administration, the chief executive-the mayor or director-has final responsibility for the preparation of the budget and, Therefore, for giving recommendations for assistance programs to be carried out. At this time, the prepared user requirement is then brought to the table and budgeted for. The overall budget for the project is as follows.

Tool	Quantity	Price
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Desktop Computers	10	\$2500
Network cables	3 rolls	\$210
Networking tools	2 sets	\$100
Sockets extensions	20 pieces	\$100
Conflict Management ERP	1	\$500
Courtroom and session ERP	1	\$600
Client billing ERP	1	\$1000
Cloud storage	3	\$2000
Total		\$6910

Conclusion

Without proper management of information and automation of many processes in the law firms, it would result in poor service delivery. Taking start-up law firms in Indianapolis as a case of study, technology is seen to have created a cool working condition for its employees. For more than a decade today, engineering managers in law firms have taken a crucial role in all aspects of law business processes. They are involved in business and complex litigation assistance, background administration, online content transfer, case filing, and information process. In each field, managed resources are specific. Resources are either produced and owned by the business or bought or rented through the seller. Whether it is software or hardware, right to investigation or acquisition of knowledge, most avenues of acquisition include bid administration. And then it is led to the skillful devices of its ability to see these resources and their advantages, too, as the intricate policies of some contracts. How will technology managers learn these ropes without the experience and missteps that education alone might learn? Therefore for proficiency purposes, these organizations need to

incorporate tools like the intranet, social media, and cloud storages among others, in their normal work operations.

Recommendations

Due to the high insecurity of information in technological sectors, it will be beneficial if advanced firewalls and hiring of cybersecurity experts are put in place. Most jobs of any magnitude take some kind of cybersecurity already in place. Though taking such precautions is usually good to some point, there will always be holes in the safety system. One of the main reasons to employ a hack to prove the safety is that it is the hack's job to know what those holes are, how to make them, and how to exploit them. Once these failings have been identified, they will be patched up, creating the place harder for others with the same degree of hacking ability to violate. This will help prevent crucial cases of information leaked to the public by attackers (hackers).

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