

**Case, Matter, & Practice Management System  
Software Web Site**

*Sample Technology Inventory Worksheet*

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<b>Network &amp; Server System(s)</b>	
<ul style="list-style-type: none"> <li>• Manufacturer</li> <li>• CPU, Speed</li> <li>• RAM Memory</li> <li>• Hard Drive System, RAID</li> <li>• Network OS(s)</li> <li>• Backup System(s)</li> <li>• Virtual Servers</li> <li>• SAN, NAS</li> </ul>	
<b>Desktop Workstation(s)</b>	
<ul style="list-style-type: none"> <li>• Manufacturer</li> <li>• CPU, Speed</li> <li>• RAM Memory</li> <li>• Hard Drive Space</li> <li>• Desktop OS(s)</li> </ul>	
<b>Local Area Network (LAN)</b>	
<ul style="list-style-type: none"> <li>• Topology &amp; speed</li> <li>• Switch configuration &amp; speed</li> <li>• LAN Diagram</li> </ul>	
<b>Wide Area Network (WAN)</b>	
<ul style="list-style-type: none"> <li>• Communication system(s)</li> <li>• Bandwidth</li> <li>• Remote access</li> </ul>	
<b>Word Processing System(s)</b>	
<ul style="list-style-type: none"> <li>• Microsoft Word (version?)</li> <li>• Corel WordPerfect (version?)</li> <li>• Lotus Notes (version?)</li> </ul>	
<b>Litigation Support System(s)</b>	
<ul style="list-style-type: none"> <li>• CT Summation</li> <li>• Concordance</li> <li>• CaseMap, TimeMap</li> </ul>	

<b>Time, Billing, Accounting System</b>	
<ul style="list-style-type: none"> <li>• Aderant (CMS Open)</li> <li>• Thomson-Elite</li> <li>• Juris</li> <li>• TABS 3</li> <li>• Omega Legal Systems</li> <li>• Timeslips</li> <li>• Quicken, QuickBooks</li> <li>• PC Law</li> <li>• Orion</li> <li>• PerfectLaw</li> <li>• ProLaw</li> <li>• Perfect Practice</li> <li>• Rainmaker</li> </ul>	
<b>Document Management System(s)</b>	
<ul style="list-style-type: none"> <li>• OpenText (DOCS Open)</li> <li>• Autonomy (iManage)</li> <li>• WORLDQX</li> </ul>	
<b>Template/Macro System(s)</b>	
<ul style="list-style-type: none"> <li>• Legal MacPac</li> <li>• Softwise</li> <li>• Payne Consulting</li> <li>• iCreate</li> <li>• Word Tricks</li> </ul>	
<b>Document Comparison System(s)</b>	
<ul style="list-style-type: none"> <li>• Workshare</li> <li>• iRedline</li> <li>• Microsoft Document Inspector</li> </ul>	
<b>E-Mail System</b>	
<ul style="list-style-type: none"> <li>• Microsoft Outlook/Exchange</li> <li>• Novell GroupWise</li> <li>• Lotus Notes</li> <li>• G-mail</li> </ul>	
<b>Calendaring System</b>	
<ul style="list-style-type: none"> <li>• Microsoft Outlook</li> <li>• Novell GroupWise</li> <li>• Lotus Notes</li> <li>• CompuLaw</li> </ul>	
<b>PDA/Smart Phone</b>	
<ul style="list-style-type: none"> <li>• BlackBerry</li> <li>• Palm OS device</li> <li>• Windows Mobile device</li> </ul>	