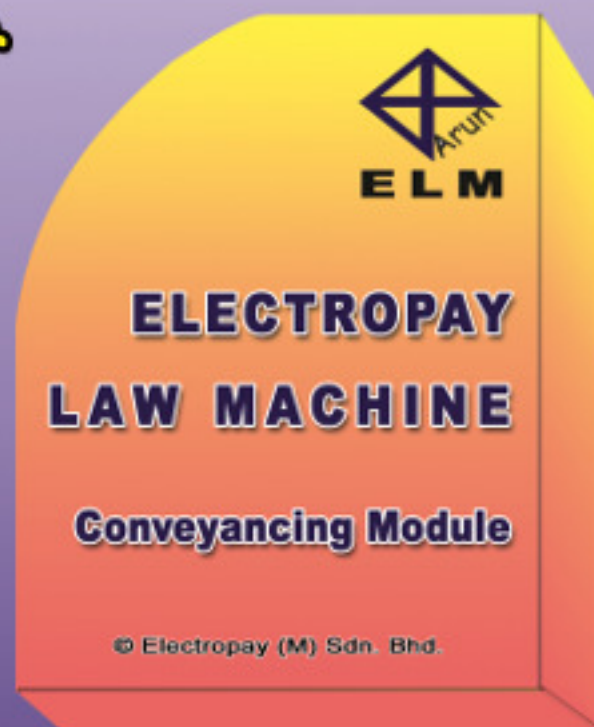


# **ELECTROPAY LAW MACHINE**

## **Conveyancing Module**

**Made by  
Lawyers  
for Lawyers!**



***Automation of legal works***



## Figures & Dates Workings

It keeps working of figures and dates in the file, and generates report of price / loan composition in detail at any time.

## Basic File Ledger

It comes built-in with basic file ledger too.

## Status Management and Reports

It manages status, prompt reminders, generated daily to-do list, auto-captures events.

Item No.	Description	Amount	Due Date	Status
01	TITLE SEARCH ON MASTER TITLE Q2848 8341 LOT	100.00	2010/03/11	MMB
02	CORPUS SEARCH	100.00	2010/03/11	MMB
03	OA SEARCH	100.00	2010/03/11	MMB
04	DBKL CONSENT FEE	100.00	2010/03/11	MMB

It has utmost easy, simple and user-friendly system of feeding in to-do items, closing the to-do items, and event tracking.

That is not all ! Many more reports like non-moving files report, pending-adjudication report, profit-earned report, staff's report to boss (that shows the status and movement of every file with details of work performed by the staff for the selected duration on each file), etc.

## Email, Letter and Template Management

It takes a click at email or letter icon at the respective parties to send them email or letter. System pre-formats and pre-fills the email or letter composer with relevant particulars, letter-head, address particulars, caption, cc particulars, your firm's particulars, etc.

What is left out for you to type is only the net content of the email or letter. Even more, it gives you a rich collection of ready letter templates for you to fill in your letter. Letter templates are flexible and you can modify the master template, and add more templates of your own too !

If it is opted for, all letters will be automatically emailed to relevant cc parties, such as the client. And if its is opted for, all letters and emails written by staff will be auto-emailed to the partner, so partner can keep track of staff's correspondences.

All emails and letters are parked within the file for easy search !

## Terrorist Checking & Money Laundering Alerts

It helps your compliance with Anti Money Laundering and Anti Terrorism Financing Act 2001.

It automatically performs a check on the parties for any identified risk of money laundering and terrorism, and provides alert where applicable. It also generates this report for every file.

Item No.	Description	Amount	Due Date	Status
01	TITLE SEARCH ON MASTER TITLE Q2848 8341 LOT	100.00	2010/03/11	MMB
02	CORPUS SEARCH	100.00	2010/03/11	MMB
03	OA SEARCH	100.00	2010/03/11	MMB
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The image shows two overlapping windows from the ELM software. The top window is titled 'ELM Direct Mail' and displays an email composition screen. The 'To' field contains 'taz@protonmail.com', 'Cc' contains 'saw@protonmail.com', and 'Bcc' contains 'animesh.co@gmail.com'. The subject line is 'Re: No. 102, Jalan Three Four, Tran-Fin, QMS-Sempang, Seremban'. The status is 'Send SPN Draft to VS'. The bottom window is titled 'Letter Writer' and shows a form for creating a letter, with fields for 'To', 'From', and 'Subject'. The 'To' field contains 'animesh.co@gmail.com'.

## Calculators

It is rich with calculators that a conveyancer needs ! They are:

- Conveyancing Date Calculator
- Conveyancing Cost Calculator

It takes less than 30 seconds for an user with little legal experience to tell basic costs to a client with this calculator !

Item	Amount
Stamp Duty	2000.00
City Professional Fee	2000.00
GST Fee	800.00
Registration Fee	500.00
Convey Fee	250.00
Concess Fee	800.00
CDK Fee	0.00
Stamp Fee	0.00
Other Professional Fees	0.00
Bank Fee @ %	2.00
Total	5350.00

## Online Links

It has a rich collection of useful online hyperlinks that a conveyancer needs.

## Cheque Writer

It is also built-in with cheque writer that can be used to write a single cheque or cheques in bulk.

Start Date	Add Days	Add Months	End Date
01/01/2011 (Exclusive)	10	1	11/02/2011

Start Date	Differential Days	End Date
01/01/2011 (Exclusive)	41	11/02/2011

## Punch Card

It has a built-in punch card system, that is much more than conventional punch card machine. It records reasons for late-coming from late-comers. It generates punch-card report.

## User Controls

It has a rich user-control interface. Users can be set with their respective authority-level.

Bank	Amount	Name
Bank	1000	ARUN
Bank	2000	ARUN

## Back-up Management

In addition to all the conventional back-up management system, it gives you an option to additionally back-up at our cyber-space, if you opt so, so you have no worries of your data.

## Future Enhancement

Day by day, more and more is added to the system, with our mission of making it an absolute and integrated system.

User ID	Date	Time In	Time Out	Reason for Late
ARUN	25/07/2012	12:03:06 PM	: : AM	a
ARUN	25/07/2012	12:03:36 PM	12:03:42 PM	
ARUN	25/07/2012	12:03:50 PM	: : AM	



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