

# Report Scheduler

## ***Generates Reports Automatically***

The Omega Legal Report Scheduler was designed to take the drudgery out of reporting and report delivery. Delivering information to decision makers before they ask, reduces ad hoc requests, repeated phone calls, and improves productivity.

## ***Decision Makers Stay Informed***

Financial managers, managing partners, practice leaders and department heads need a regular flow of key information to make informed business decisions. Omega Legal's Report Scheduler ensures that information is delivered on time, every time—right to their desktop.

### ***Unique Features***

Generates and delivers reports automatically  
Decision makers stay informed  
Maintains data privacy  
Improves productivity

## ***Maintains Data Privacy***

How do you keep confidential firm information from falling into the wrong hands? Is it difficult when you print reports to network printers and photocopy on centralized copiers? Report Scheduler eliminates “information leaks” by e-mailing reports directly to the appropriate recipients. View reports onscreen and, if necessary, print to a local printer. No extra papers lying around to be accidentally viewed by the wrong person.

Temporary help or vacation time? No problem! You have peace of mind that the monthly management report is delivered on time to the right people every month.

## ***Improves Productivity***

Report Scheduler takes running reports and disseminating information to the next level. No more “sticky note” reminders on monitors. No more waiting for reports to print or copies to be made. Use Report Scheduler as your tickler file – any report, any time. Just select the report criteria once, run as often as needed, and deliver directly to the specified recipient list. The report can even be customized for each recipient, so they only see the data pertinent to them.

## ***Deliver Reports Like Clockwork***

The Report Scheduler can create and distribute either custom or standard reports. Here are just a few examples:

- Weekly client payments report to billing attorneys
- Management committee summary reports
- Daily Cash Report
- Monthly financial statements
- Departmental budget reports
- Aged A/R reports
- Attorney productivity reports

## ***Pays for Itself Immediately***

- Saves hours every month printing and copying reports
- Reduces phone calls seeking information
- Replaces paper and inter-office envelopes with e-mailed reports

## ***Omega***

*Omega is a privately held Scottsdale-based company that provides mid-to-large size law firms an integrated financial and practice management software suite that sets the standard for return on investment, system performance and service. Since 1975, Omega has been solving critical business issues for law firms, improving their profitability, productivity and efficiency.*