# WIPTime

Time Tracking - Anytime, Anywhere

## Product Overview

WIPTime is a time tracking application available on most popular smartphone devices and tailored for the legal time and billing domain. It provides a reliable way for attorneys and timekeepers on the go to keep track of their time spent on matters and clients while out of the office. Thus, it helps recover time billing that may otherwise have been lost or inaccurately billed.

WIPTime is a complete time tracking solution in that it not only allows time entries to be recorded on the mobile device but also synchronized automatically with a firm's time and billing system within their network. Thus, no more need for a timekeeper to plug-in their device to their desktop or duplicate the entries manually from the phone into their time entry application.

WIPTime is primarily offered as a cloud based solution but can also be implemented within a customer's network on a licensed basis. The smartphone components operate in both online and offline modes. Timecards from the smartphone device are automatically synchronized to a firm's time and billing system.

## Features at a Glance

- Easy to use, intuitive interface
- Time entry
- Calendar Dashboard view
- Timecard templates
- Reports
- Integration with device events (varies by platform)
- Offline operation
- Automatic sync with/ thru cloud based servers
- Web interface access (optional)
- Integration with time and billing systems

## Supported Devices

- ✓ iOS 6.0 (iPhone/iPad)
- ✓ Android: 2.1 and up
- ✓ Blackberry OS 4, 5 and 6

(Supported Blackberry Devices: 8530, 8900, 9000, 9100, 9300, 9330, 9350, 9360, 9370, 9380, 9500, 9520, 9530, 9550, 9620, 9630, 9650, 9700, 9780, 9790, 9800, 9810, 9850, 9860, 9900, 9930)

## Device Operating Modes

WIPTime supports both online and offline operating modes. When the device is connected to the internet, it works in online mode and syncs all data with backend systems immediately. When the device is out of internet connectivity, it works in offline mode and syncs all data when the device gets the connectivity back. It is smart enough to automatically detect the network connectivity

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and switch between online and offline modes (depends on platform).

## Security

Security is paramount in the design of WIPTime to ensure that a firm's time entries remain confidential at every step of the process. All data interchange between the mobile device through WIPTime cloud to a firm's time and billing system happens over the SSL, which is the standard encryption mechanism for such communications. WIPTime also leverages industry standard authentication and authorization protocols to prevent against unauthorized access.

On the smartphone, WIPTime works with vendor / carrier recommended mechanisms of securing data on the mobile device, e.g. hardware based encryption and remote wipes.

## Billing Systems Integration

WIPTime supports two ways of integrating with a firm's time and billing systems.

**WIPTime Staged:** In this mode, the sync happens in two steps - between a timekeeper's mobile device and the WIPTime database and then between the WIPTime database and the firm's billing system. This sync process allows the timekeeper and their firm an additional review mechanism before time entries are finalized in their billing system.

**WIPTime Pass Through:** In this mode, all data is directly synced between the mobile device and the firm's billing system. WIPTime cloud is only used for the pass-through connectivity between the smartphone and the backend.

WIPTime provides integration with the most popular time and billing systems in the legal domain – Elite Enterprise and Elite 3E. The synchronization with the backend billing system is multi-faceted –

- Through published web-services
- Through 4GL interfaces, where available
- Through direct DB connections

Integration with other systems like Aderant, Rainmaker etc. is currently in the works.

## Zero Administration

WIPTime is a cloud application and therefore requires no administration by a firm's IT staff. The device apps (and any future updates) are downloaded by individual timekeepers from the app-store of their device provider.

The WIPTime application cloud server consists of two or three parts corresponding to the WIPTime Pass Through or WIPTime Staged integration modes respectively.

The Gateway is designed such that it can be installed separately in the customer's DMZ. This separation is possible because WIPTime is a componentized application and both pieces are independent web-applications. The Mobile Server communicates with the Gateway through WIPTime's webservices interface over HTTP/ HTTPS. The installation of the WIPTime Gateway in the customers' DMZ allows it to securely access the Elite server while staying within the customer network. The Gateway installation in the DMZ is a complete and isolated system and can be managed by WIPTime support staff.

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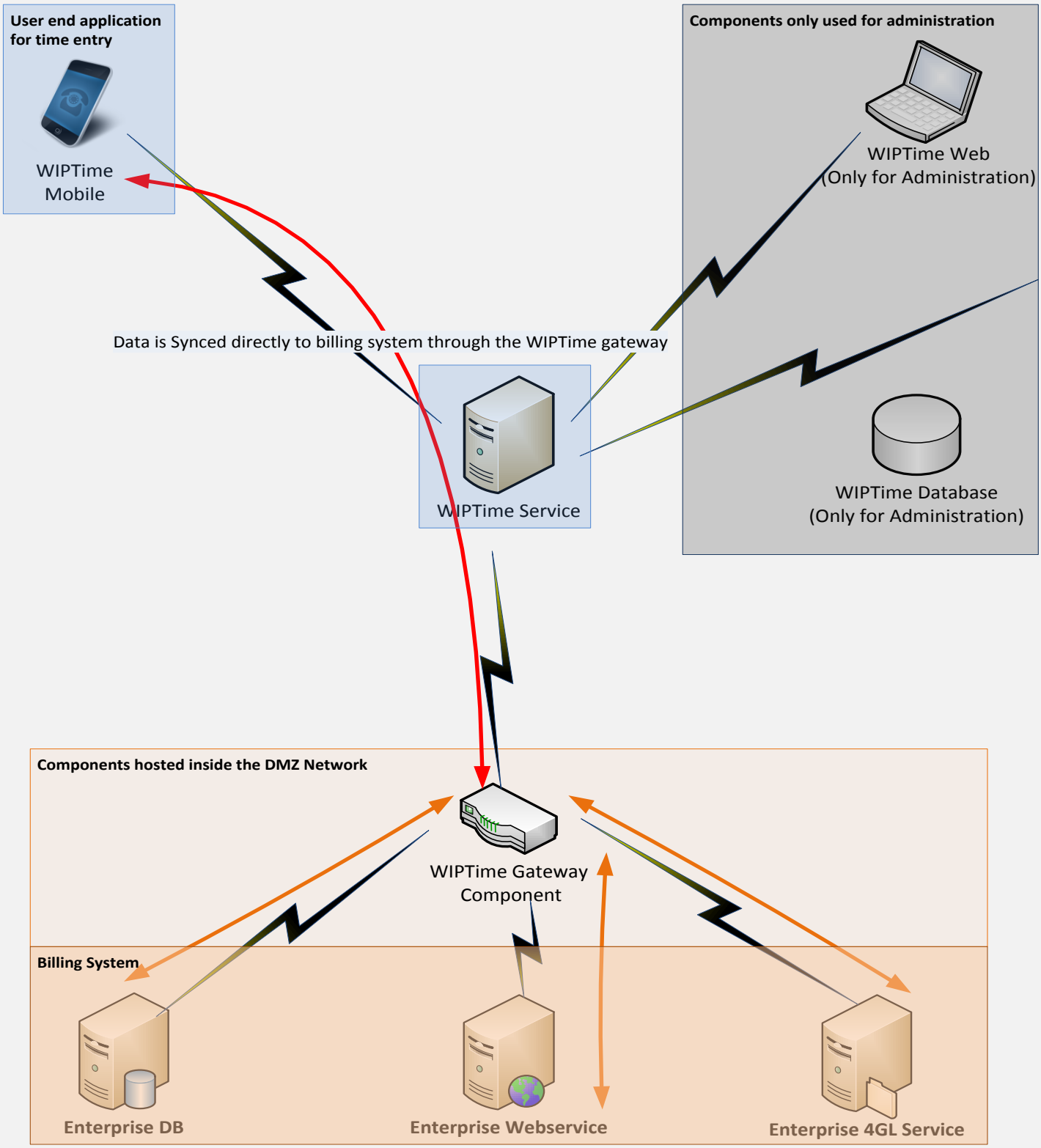


**Topology where data is synced in one step (WIPTime Passed Through)**

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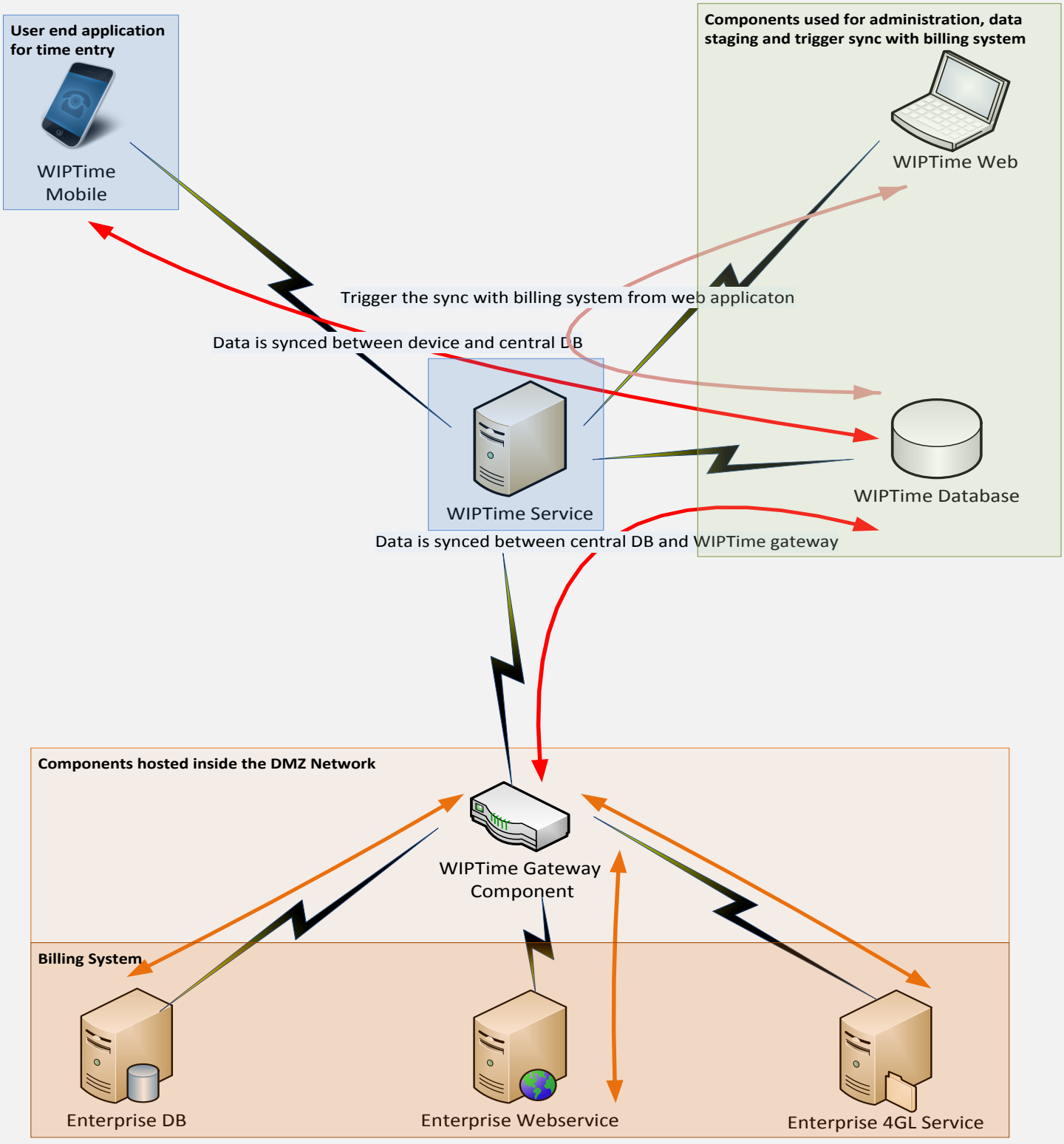


**Topology where data is synced in two steps (WIPTime Staged)**

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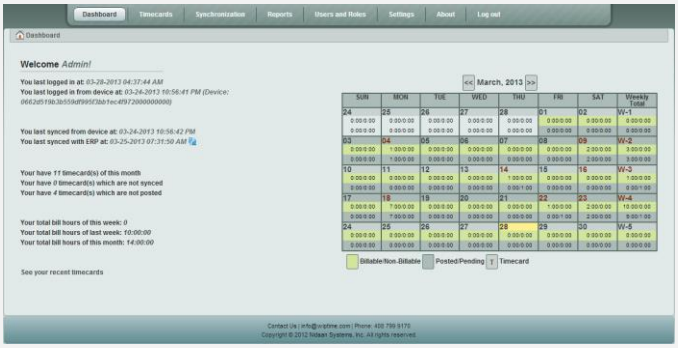
For one step sync, the sync is always triggered from the device. When synced the clients, matters and timekeepers in billing system are synced to device. When user creates timecards and syncs again the timecards are synced back to the billing system right away without being staged. In this mode the WIPTime central database and web application is used only for administration.

For two step sync, at first the sync is triggered from the web application to sync clients, matters and timekeepers with the central database. Eventually these data are synced back to the device and user can enter timecards for them. In the next sync those timecards are synced back to the central database. When sync is again triggered from the web application those timecards are synced with the billing system. In this mode the WIPTime central database and web application are used for administration, data staging and triggering sync with billing system.

## WIPTime Web Application




The web application uses the same service components the devices do. It provides the following features:

- Time entry
- User and role management
- Backend ERP configuration management
- Detailed dashboard
- Printable reports
- Sync history
- Miscellaneous settings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