AIRTIME Manager from AT&T
Track Billable Time on Your Mobile Device

To stay competitive, lawyers and other professional service providers need an efficient way to track billable time. AIRTIME Manager from AT&T provides a range of solutions that give you the power to track the duration of calls and e-mails directly on compatible AT&T devices.

When billable hours aren’t properly reported, businesses can see a significant loss in revenue. But when you’re on the phone or face-to-face with a client, it isn’t always easy to track and report your conversations. That’s where solutions from AIRTIME Manager come in. By providing professionals with an easy way to track billable time, AIRTIME Manager helps firms ensure that they’re billing for all the hours they should.

AIRTIME Manager solutions can track interactions and assign client and project codes to these events, then send captured data directly to your company’s billing system using AT&T, which has the nation’s fastest 3G network.*

You can log in from virtually anywhere to view, edit, and approve captured time records, or enter notes about an event for future reference. You can also look up client or project codes for established contacts, an especially handy feature when you’re away from the office.

With better tracking of individual calls and e-mails, you can more easily accumulate short periods of billable time until they reach the minimum billing increment for a given client. And to help ensure that you’re not unnecessarily billing for nonessential calls or e-mails, you can designate a minimum time threshold for an event to be considered billable.

AIRTIME Manager from AT&T offers two solutions for firms who want to improve their billable time tracking: A4P and TimeNote. A4P tracks calls and e-mails while also providing a convenient time entry interface on your smartphone. Time entries are fed into an online portal hosted by AIRTIME Manager where they can be approved and exported to billing systems. TimeNote is designed for firms who don’t need the automatic logging of mobile phone and e-mail events and can benefit from a more cost-effective solution.

Both A4P and TimeNote come in two versions: Professional for small businesses, and Enterprise for larger firms. With both Professional and Enterprise versions, you get address book integration, integration with client and project codes, the ability to enter billable events manually, and a billing stopwatch.

The Professional versions of both A4P and TimeNote allow you to review billable records in an online portal and download a flat file formatted for updating commonly used small business billing systems, including TABS®, TimeSlips®, QuickBooks®, and Microsoft Excel®.

The Enterprise versions of A4P and TimeNote can provide you direct, back-end integration with a broad variety of billing systems—no manual importing of billing reports required.

No matter which product or version you choose, AIRTIME Manager solutions are designed to help you enjoy greater accuracy, reduced frustration and busywork, increased revenue, robust reporting, and improved accountability.

Visit att.com/airtime to find out how you can improve your billable time tracking today.

Potential Benefits
- Increased productivity due to reduced administrative overhead by professionals
- Increased revenue due to more accurate reporting of billable events
- Improved employee morale as a major pain point is relieved

Features
- Automatically capture time and costs on phone calls and mobile e-mail*
- Automatically associate billable events to address book contacts
- Choose from recently used matters and/or “Favorites”
- Automatically insert billable time into lawyer’s diary
- Report billable events manually when desired
- Use the stopwatch to easily track time
- Assign billable events to specific clients and projects
- Integrate with back-office billing systems†

*3G not available in all areas.

*For A4P Professional and A4P Enterprise only.
†Additional Professional services are available directly from AIRTIME Manager for the Enterprise product offerings only. Such professional services will be provided and billed by AIRTIME Manager separately.
Important Information
Available only to customers with a qualified AT&T business or government agreement ("Business Agreement") and their respective employees. May not be available for purchase in all sales channels or in all areas. Eligible data plan and compatible device required. Additional hardware, software, services and/or network connection may also be required. You may cancel AIRTIME Manager from AT&T at any time. Coverage: Coverage is not available in all areas. AT&T wireless coverage maps are available at www.wireless.att.com/coverageviewer. Wireless service is subject to transmission limitations and terrain, system, capacity and other limitations. Availability, security, speed, timeliness, accuracy and reliability of service are not guaranteed by AT&T. When outside coverage area, access will be limited to information and applications previously downloaded to or resident on your device. Usage/Billing: Measured usage incurred in connection with AIRTIME Manager from AT&T will be charged as specified in your associated voice and/or data plan. You will be billed for all voice and data usage up to cancellation of AIRTIME Manager from AT&T. Additional charges and other restrictions apply. Offer subject to change.

For more information contact an AT&T Representative or visit www.att.com/airtime.

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<tr>
<td><strong>Price per user per month</strong></td>
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<td><strong>Captures e-mail and calls</strong></td>
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<td><strong>Integrates with address book</strong></td>
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<td><strong>Systems supported</strong></td>
<td>ProLaw™, Orion™, Client Profiles™, TABS™, TimeSlips™, PCLaw™, QuickBooks™, Microsoft® Excel</td>
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*Additional taxes, fees and other charges will apply. Qualified wireless service plan and compatible device required.
†Additional Professional services are available directly from AIRTIME Manager for the Enterprise product offerings only. Such professional services will be provided and billed by AIRTIME Manager separately.

Problem
• Tracking billable hours is a headache and a drain on professionals’ time
• When professionals are at their busiest, both large and small billable events can go unreported
• Even when billable work is reported, professionals may underreport their hours
• Billable hours directly relate to revenues for a firm, so unreported time means lost revenue

Solution
• Capture of time spent on calls and e-mails (A4P only)
• Ability to manually enter billable events
• Optional entry of client number, matter code, and reminder notes
• Recall of codes for established contacts
• Designation of minimum time threshold for billable events
• Accumulation of short periods of billable time until they reach minimum billing increment

Supported Device Platforms
• BlackBerry®

Price
• Price per user per month (excluding taxes, fees, and other charges): A4P Professional $19.95, TimeNote Professional $9.95, A4P Enterprise $34.95, TimeNote Enterprise $14.95