

# Managing your firm is easy with OfficeTools Cloud.

OfficeTools Cloud gives you instant access to your clients, phone calls, time entries and notes, all from a single, secure application. Easily track client work and collaborate with your team, so you can keep your firm running smoothly no matter where you are.

#### **QUICK LINKS**

### Integrations:









#### **LEARN MORE**

Call us at 1-800-726-3339

Email us at sales@abacusnext.com





## The tools you need for success, in the Cloud



#### **Dashboard**

Get a quick, comprehensive view of important aspects of your firm.



#### **Integrations**

Make OfficeTools Cloud your firm's most valuable application.



#### **U.S.-based Tech Support**

Access expert support seven days a week from our San Diego headquarters.



#### **APX**

Process credit card payments and APX transactions directly from OfficeTools Cloud. Clients can also pay directly from their invoice using the PayNow feature.





#### **Outlook Email Integration**

Integrate your email inbox and set rules to store emails under each client.



### **Project Tracking**

Use predefined project templates to allow work to flow seamlessly between members of the firm, - showing which steps are completed and uncompleted, how the client would like the project delivered, and notes associated with the project.



#### **Client Activity**

View all data entries for the client—complete or incomplete—in chronological order, allowing you to quickly answer client inquires. Keep track of all emails, appointments, tasks, phone calls, documents and billing in a single location.



#### **Time & Billing**

Capture time entries simply and quickly, or use the time entry assistant to capture time for you. A time entry can be done with a single click on almost any item, including email, phone calls, and appointments. After logging time, you can easily bill time and collect payments.

## Learn how OfficeTools Cloud can improve your practice!

Call 800.726.3339

