



As 2010 begins, we want to take this opportunity to first wish all of you a Happy New Year!

The New Year is the start of new beginnings and for us that means rededicating ourselves to providing the best in law office technology solutions for our clients. As you may already know, the top five law office technology consulting companies, InTouch Legal, Henley, March & Unger Consulting, Inc., Legal-Tech Solutions, Best Law Firm Solutions and Automated Horizons, Inc., while remaining independent companies, formed an alliance to provide you with the most expansive range of law office technology expertise available. Effective January 13th, we will be launching our new integrated website that will be shared by all five partner companies to illustrate all of the products and services we collectively offer. We hope that the information we provide you with below will give you a quick glimpse into how Affinity Consulting Group will impact your office in the new year as we renew our commitment to provide you with the highest quality of service and expertise your firm deserves.

What is Affinity Consulting Group?

When you have a good thing going, why change? After all, "if it ain't broke, don't fix it." Well, that is one way to look at it. On the other hand, there is always room for improvement. When your goal is to provide the most complete and knowledgeable advice and services to your clients, it can make sense to think BIG - and small.

The [five companies](#) that make up [Affinity Consulting Group](#) are small – in the best possible way. We take the time to get to know your firm and its particular technology needs. To us, there are no cookie-cutter, one-size-fits-all solutions. Every law firm's needs are different. Even intangibles such as the personalities and work styles of the attorneys and staff can determine which hardware, software, and services will and will not benefit their law firm. Our business is to learn how your firm does business and find ways to make you more efficient and profitable. Because we are small, we do this very well.

But there are times when it helps to be BIG. With the increasing variety of hardware, software, and services available to law firms, no one company can be a leading-edge expert on every technology solution. Technology consultants, like lawyers, have particular areas of expertise. Some focus on practice management, others on time, billing, and accounting. Still others will be mavens in the areas of document production, automation, and management including word processing, scanning, and document management systems (DMS). Or a consultant may be particularly knowledgeable about litigation technology and trial presentations or speech recognition and digital dictation. A BIG law office technology consulting company can have experts in all of these areas.

But what if your goal is to maintain the personal client service of a small company while providing the broad expertise and national reach of a BIG company? That was our goal - and it led to the formation of [Affinity Consulting Group](#). If you receive our email newsletter, chances are you are a client or newsletter subscriber of one of our five partner companies. The joint newsletter is just the first of several steps to bring our five companies together.

What Affinity Means to You

The five companies that make up Affinity Consulting Group remain independent entities, but we joined together in an alliance that preserves the personal service of a small firm while offering the scope and expertise of a larger company. What exactly does this mean to you?

- First and foremost, the same people you have been working with continue to work with you.
- We provide a single source solution for your technology and training initiatives
- Together, we offer more products and services. There are few projects, regardless of size, that we are unable to handle.
- When issues arise, we have a large pool of experts to call upon to quickly resolve your problems.
- Our broad range of expertise allows us to provide training opportunities for you and your staff on nearly any software you use or want to use.
- Our expansive base of knowledge allows us to greatly increase our [Affinity University](#) web-based training options.
- Because we are experts in competing products in several key categories, we can recommend the product or service that will best meet your needs.

The Launch of Affinity Consulting Group's Integrated Web Site on January 13, 2010

The final countdown is proceeding. On January 13, 2010, the new integrated **Affinity Consulting Group** web site launches. When you browse to your Affinity partner's web site, you will be redirected to the new Affinity site.

Starting January 13th, you will see a greater emphasis on the Affinity Consulting Group name and logo rather than the individual company names. The consultants and companies you've worked with over the years are still here, but with additional resources and expertise from all five Affinity partners. This alliance lets us offer you the top consultants in the following areas:

- Practice Management Software (Amicus Attorney, Time Matters, PracticeMaster)
- Time/Billing/Accounting Software (PCLaw, Amicus Accounting, Tabs3)
- Microsoft Office Applications (Word, Outlook, PowerPoint, Excel)
- Document Management, Automation, and Scanning (Worldox, HotDocs, Adobe Acrobat, ScanSnap)
- Speech Recognition (Dragon NaturallySpeaking)
- Trial Presentation and Litigation Support
- Managed IT Services, Servers and Networking, Internet and Network Security
- Local and Web-Based Backup and Restore, Disaster Recovery
- Technical Support and Help Desk
- Web Services (Email and Web Site Setup and Management, Newsletters, Web Design, Spam Filtering)
- Mobility (Remote Access, Mobile Computing, Smart Phones/PDA's)
- Technology Audits
- Custom Training, Firm Administration and much more

The new Affinity web site will be your single source for information on all of these products and services. In addition, our web-based training options through **Affinity University** are expanding each month. Be sure to check our [calendar](#) for the **latest offerings**. These classes are designed specifically to meet the needs of busy lawyers and law firm staff. Learning to better use the software and hardware you already own is the most important thing you can do to improve your firm's efficiency and profitability. All of our classes are one hour, making it easy and affordable for you and your staff. No software is required and sign up is simple.

If you have any questions regarding how Affinity Consulting Group will affect your firm, please contact us at (727) 544-5400.

Affinity Consulting Group consists of:

- [Automated Solutions, Inc.](#), of Roanoke, VA
- [Best Law Firm Solutions, Inc.](#), of Atlanta, GA
- [HMU Consulting, Inc.](#), of Columbus, OH
- [InTouch Legal](#) of Tampa Bay, FL
- [Legal-Tech Solutions, Inc.](#), of Naples, FL