



e-RainMaker DMS

Software-as-a-Service/Documents on Demand

e-RainMaker DMS is an on-demand secure and scalable document management service that allows you to share files and collaborate with business partners, vendors, employees, associates and clients over a secured Web interface. This secure and scalable service enables you to store and retrieve documents, email, fax and access files from anywhere, anytime. In addition, e-RainMaker DMS includes valuable disaster recovery services at a low, fixed monthly cost.

- Increase security and compliance
- Role-based security access
- Improve collaboration
- Intuitive user interface
- Reduce risk of data loss
- Mobile connectivity with a Smartphone
- Enhance client interaction
- Integration with Microsoft® Office & Outlook
- Disaster recovery

*e-RainMaker DMS allows access to your files from anywhere you have an Internet connection.
Connect via your computer or mobile device.*

- Check-in/Check-out files
- Share with clients or opposing counsel
- Full text searching for all documents
- Complete Microsoft® Outlook email management
- Collaborate with workgroups
- Control workflow
- Fixed monthly costs

Scalable - to meet the demands of a small firm, with a single office or a large firm, with multiple offices and a mobile work force.

On-Demand technology allows for an efficient set-up of your new account. Go from sign-up to start-up in just minutes.

Cost-Effective - no need to invest in any hardware, tape backups, software or personnel.

Secure your critical documents with e-RainMaker DMS and our industry leading hosting company, NaviSite.

For more information about e-RainMaker DMS, contact the RainMaker Sales Department via legalinfo@rainmakerlegal.com, 800.341.4012 x3413 or visit our website at www.rainmakerlegal.com





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Feature	Benefit
Software-as-a-Service	The entire service is hosted and backed up on dedicated servers.
Browser-Based	e-RainMaker DMS is a browser-based service that works with Microsoft® Internet Explorer, FireFox® and other popular browsers. Access to e-RainMaker DMS is through a secured HTTPS URL.
Secured	Hosted within a secured infrastructures at state of the art data centers. The website is secured by a 128 bit encryption using secured socket layers. User subscribers need a unique ID and password, managed by the firm.
Easy Installation	Firms may set up new users or entirely new accounts in minutes through an easy to use set up wizard. New accounts are set up with initial cabinets and folders to promote a quick and easy start. Once logged in, a user can view the quick-start guide or the full user guide. There's nothing to install to get started, just a Web browser.
Easy Maintenance	Administrative screens are designed for easy maintenance of members, user groups and security roles. Additionally, the administrator just needs to right-mouse click on a cabinet or folder to manage the security privileges or to add new cabinets and sub-folders. If a folder needs to be moved, simply drag-and-drop the folder and its contents to its new location.
User-Friendly Screens	<p>The user interface has a look and feel that is very familiar with your current desktop Windows Explorer. A tree structure displays filing cabinets and folders on the left of the screen. The right side shows all stored documents, along with some additional information about the document, last modified, file size and type.</p> <p>After performing a search, the criteria can be saved as a new folder. Anytime the folder is opened the search is re-executed, returning the new results without having to retype new search criteria.</p>
Microsoft® Office Integration	Using our optional Microsoft® Office Plug-In, you can work directly within your Microsoft® Office tools to access documents in your e-RainMaker DMS account. Security rules for your e-RainMaker DMS Account are still in effect while using the Microsoft® Office Plug-In.

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Feature	Benefit
Document Upload	Documents can be uploaded to e-RainMaker DMS one-at-a-time or in bulk. Additionally, the contents of an entire folder can be uploaded with one easy step.
Document Versioning	All documents are stored on the server and are protected from being overwritten by the system. When documents are uploaded and checked-in they are given a new version number. The prior version is maintained and accessible, if necessary, through a document history function.
Document Activity History	A history of document activity is automatically logged whenever a document is viewed, downloaded, uploaded, copied, moved, deleted, checked-out, checked-in, etc.
Document Backups	Documents stored in e-RainMaker DMS will be backed up in a secured off-site location.
Document Recovery	Deleted documents will be available for seven days directly from your deleted folder, unless the folder is cleared out by your administrator. Documents can be restored from the deleted folder with a simple restore function. After seven days, deleted documents will be removed from the server. Documents can be restored through a "service request" from the hosting company.
RainMaker Integration	Initially RainMaker will provide a nightly batch routine that will update time and billing data fields into the e-RainMaker DMS system for such items as clients, matters, departments and attorneys. In a future version, RainMaker Platinum will provide full, real-time integration between Practice Management screens and the e-RainMaker DMS.
Branding	RainMaker can assist the firm in branding its account by uploading the firm's logo onto its site.

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