

GAINING A COMPETITIVE EDGE AT YOUR LAW FIRM

THE BEST WAYS TO USE TECHNOLOGY

Technology is rapidly changing the legal profession. This guide shows how modern law firms can improve efficiency, security, client service, and staff retention with the right technology strategy.



HOW LAWYERS ARE USING TECHNOLOGY TODAY

Practical technology already reshaping modern law firms

● **Websites and Marketing**

Most law firms now operate a website, and many use blogs, social media, and email marketing to attract prospective clients and strengthen their reputation.

● **Cloud**

Cloud platforms such as Microsoft 365, SharePoint, and secure SaaS tools make it easier to collaborate, work remotely, and scale without maintaining every system on-site.

● **Client Portals**

Secure client portals provide a protected way to exchange documents, reduce email risk, and give clients convenient access to case information.

● **Legal-Specific Platforms**

Practice management, budgeting, litigation, and e-discovery tools can streamline workflows when selected and implemented strategically.



TECHNOLOGY IMPROVES RECRUITMENT AND RETENTION

A modern workplace is now part of the employee experience

Why It Matters

Lawyers and staff increasingly expect flexible, reliable tools that support remote and hybrid work. Slow systems, poor collaboration, and inconsistent access create frustration and make a firm less competitive for talent.



A Better Technology Experience

- Secure access to files and applications from anywhere
- Reliable video meetings and team collaboration
- Faster onboarding with standardized devices and permissions
- Less downtime and fewer recurring technology frustrations
- Clear cybersecurity practices that protect staff and clients

PLANNING AND BUDGETING: THE RIGHT APPROACH

Steady, measured, and directed technology improvement

1 Aim for Incremental Progress

A complete digital transformation does not need to happen overnight. Small, well-planned improvements reduce disruption and produce measurable results.

2 See the Big Picture

Define what the firm wants to accomplish, identify weak processes, and prioritize the capabilities that will have the greatest impact.

3 Build a Roadmap

Create a phased plan that connects business goals, cybersecurity, compliance, productivity, and budget. Avoid adding disconnected tools without an overall strategy.



Questions to Ask

- What capabilities are missing?
- Which workflows can be improved?
- What creates the most risk?
- What should be addressed first?

CHOOSE THE RIGHT IT PARTNER

The right partner turns technology into a business advantage and medium businesses.



Look for a proactive, industry-aware partner

A strong managed IT partner does more than respond when something breaks. They help map out the firm's technology roadmap, organize projects into manageable phases, and understand the confidentiality, cybersecurity, and continuity requirements of a legal practice.

- Proactive monitoring and planning
- Cybersecurity and confidentiality safeguards
- Backup and disaster recovery Microsoft 365 and cloud expertise
- Clear budgeting and project execution

HOW LAW TECHNOLOGY FITS YOUR ORGANIZATION AND RETENTION

Prioritize the capabilities that create the most value
Every law firm is at a different point of digital readiness. The right technology plan should reflect your existing systems, workflows, client expectations, and risk profile.

- 1 Create a secure, intentionally designed cloud environment
- 2 Implement legal platforms such as Clio or NEOS
- 3 Scale smoothly to new attorneys, staff, or locations
- 4 Support flexible remote and hybrid work
- 5 Protect confidential data with layered cybersecurity
- 6 Maintain tested backup and disaster recovery



Ready to build your technology roadmap?

PSeeSolutions helps law firms identify risks, prioritize improvements, and implement technology that supports security, productivity, and growth.