Time Matters® and Billing Matters® 15.1

Release Notes

Obtaining the Software

Time Matters is available via the download link that appears in your product key email.

For assistance, please visit the Time Matters Support Center, contact your LexisNexis® CIC (Certified Partner), or call LexisNexis Technical Support at 800-387-9785.

Before You Install

Be sure to do the following before installing version 15.

Important Note

If upgrading from Time Matters 11 or higher, we strongly advise that you do a backup of your database, as you will not be able to revert back to the Time Matters 11 or higher database after the in-place upgrade to Time Matters 15. The only way in which you will be able to revert back (if necessary) to the Time Matters 11 or higher database will be to replace the upgraded Time Matters 15 database with the Time Matters 11 or higher database backup copy.

- Perform a complete backup of your Time Matters data files and documents.

- Close Time Matters and all open applications on your computer.

- If you or your firm are using Juris Mobility along with Time Matters Mobility, you may experience a loss in functionality with Time Matters Mobility after installing Time Matters 15. To avoid this issue, first uninstall Juris Mobility and then install Time Matters 15. Once you have successfully created your Time Matters 15 database, re-install Juris Mobility.

- If you install Time Matters 15 over Time Matters 10 without first uninstalling Time Matters 10, do not attempt to uninstall Time Matters 10 after the install, as doing so will remove your Time Matters 15 installation.

- If you intend to use the Juris Link features in Time Matters, you must have both Juris and Juris Suite 2.6.1 or higher installed. If you do not have Juris and Juris Suite 2.6.1 or higher installed, you will need to install them prior to installing Time Matters 15.

- If you are upgrading from Time Matters 7 through 12 and also have Billing Matters, please note that the accounting feature has been removed. The advanced billing feature however is still included in Time Matters 15.

What's New

The following features and enhancements are new:

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Support for Microsoft OneDrive

Link Time Matters files to Microsoft OneDrive for storage and retrieval within your firms network. If you have a Microsoft OneDrive account, you can add, save, or move your Time Matters files so you can access them from any device.

Document relocation

Using the Move Document Location command in Time Matters, you can easily move documents from one location or matter to another and update the file path in the record.

Refresh List button

A new Refresh List button has been added to all record type lists and sublists toolbars. The Refresh button quickly updates the data to view new, added, or changes made to existing records.

New utilities to improve performance

Remove Padded Spaces - Remove padded spaces from the Cusom date, Custom time, and Memo fields in the database.

Clean Inbox - clears the email Inbox list of all email that have data in the Regarding field that was not saved properly.

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Adjustable Font Sizes

With Time Matters 15, users can now increase the text font size used in certain high usage areas of the product from a single location in User Level Setup. Each user can choose whether the default font size will be "Regular" (current 8 pt. font) or "Large" (12 pt. font). This setting alleviates the need to change the font size in multiple areas. This option applies to:

- Main and supporting record type forms and lists, including the User Defined record types

- Calendar

- Personal Inbox

- Transaction form and list

> **Note**
>
> Any existing font customizations (i.e., calendar and quick tabs) will still apply when the default font size is "Large."

Usability Improvements

To ease the setup time when creating settings similar to existing ones, a "Copy" button has been added to the setup for security profiles, power views and quick tabs. Using this button copies the settings for the current item into a new item with a definable name. With quick tabs, a Program Level quick tab can be copied to create a User Level quick tab.

Performance Improvements

Time Matters 15 no longer uses DDE to create merge documents or display alarms. This change in technology improves the stability and reliability of these features. Improvements were also made to increase the speed when saving new contacts and matters and updating existing ones with many related records.

LexisNexis® Gateway

Time Matters 15 brings the capability to easily connect with a growing portfolio of Time Matters partners with LexisNexis Gateway. The LexisNexis Gateway connector is installed separately, at no cost, and is currently available for all US customers who have Billing Matters or who have Time Matters Basic Billing enabled in their software. Through these partners, the capabilities of time and matter management can expand —all integrated with Time Matters 15. LexisNexis Gateway brings access to popular applications and third-party software options to expand the functionality of Time Matters.

Support for External Applications

The following external applications are now supported:

- Windows® 10

- Microsoft® Office 2016

- Microsoft® Exchange Server 2016

- Timeslips 2016

Note
This does not include support for Timeslips Premium.

Issues addressed

Version 15.1

The following issues have been addressed in Time Matters version 15.1:

Microsoft Outlook	
5424765	Outlook reminders no longer reset to the default of 15 minutes during a synchronization with Time Matters.

Microsoft® Office	
6251970	Time Matters is able to load MS Office 2013 CTR integration without error.

Audit	
6444003	User Defined Records in the Audit log show changes to audited fields.

Calendar	
4505490	User are able to cancel or exit the Special Date window using the Cancel button or the Close button (x).
5444611	Recurring events and multi-day events display the same as a single event block on a calendar.
5678021	Changing the calendar interval does not change the daily calendar start time.
6021220	The Calendar maintains the correct start time when toggling between event windows.
6376102	An event displays with a strikethrough it indicating the event is complete.

TM Connect	
5119982	TM Connect option connects read receipt and delivery receipt emails from Microsoft Outlook.
5874603	Replying to a connected email shows the email address instead of the Display Name.

Time Entry Advisor views	
6287956	When converting a Time Matters database from version 11 to version 15 database, the Time Entry Advisor Views are created.

Search	
4059655	Copy available text from document search preview window and paste in another document.
6352657	Search queries performed in a version 14 database after upgrading from version 11 returns results without error.

Power views	
5390534	The Detailed Billing Powerview displays the billing rates without producing a javascript error.

Timeline tab	
6370545	The Timeline tab displays the description in the Desc column as expected.

Remote database synchronization	
6363059	When installing a new remote database for Time Matters and then attempting to login no longer produces the error: *This database is the wrong version: <name of the remote database>*.
Chain Templates	
5367914	Records must be unchained prior to attempting to archive .
5866134	Chain templates with multiple record types keep staff grouped in the staff field.
Timesheet	
5649593	The Time Matters application responds as expected after entering time and expenses in the Billing Item Form - Add window.
Triggers	
5911275	Code and Staff are saved when a trigger is created.
Receipt Allocation Report	
4318471	When applying partial payments, the Receipt Allocation Report total matches the amount paid..
Form styles	
5438985	Custom form styles are retained when a custom import is performed.
6182449	The Enter Staff on Add option adds the staff name of the user logged in.
Font	
5408177	Reply email font size is the same as a new email message.
Billing	
5529355	The Billing Status recalculates the billable amount after a process change.
Send to Time Matters	
5955345	Send to Time Matters command saves the document with all required fields.
Email	
3645197	Return receipt is received when an email is connected to a MAPI account.
3815378	Word wrap works as expected when the signature is in text form for an outgoing email.

Version 15.0

The following issues have been addressed in Time Matters version 15.0:

Alarms	
5417883	Freezing and compatibility issues due to DDE with Alarms and other software programs have been resolved.
Backup/ Restore	

| 5984464 | Backing up the database when upgrading from Time Matters 11 no longer results in a SQL error. |

Billing Matters

4975115	When the Billing Form Duration is exported to Excel, the exported value and the value displayed on the form are now the same.
5021698	Timesheet and Quick Item Entry now round up time entries according to the billing preferences of each matter.
5673592	An error during Transaction creation asking the user to select an account when the account has already been selected no longer appears.
6001111 6121964	Phase codes can now be entered when creating a time entry from the Timesheet or the Navigator, and the selected matter uses phase codes.

Calendar/ Scheduler/ Docketing

5291409 5831327	Events properly add, update or delete themselves as needed when staff is changed.
5673609 5713505	Events and Todos with a long memo now display in strikethrough text in all calendar views when marked "Done".
5890450	When adding an Event from the Calendar and an Auto Entry form is selected, the Event now autofills its duration from the Auto Entry form's duration.
6037525	HTML code no longer appears in the Todo description when the record is marked "Done".

Document Forms

| 3520559 | Time Matters no longer prompts for a file location when creating a PDF from the Document list. |
| 5316569 | When saving email attachments as "Document records related to the Email", you no longer have to select the 'Existing' tab first to properly save the attachment. |

Email

5339968	Time Matters now properly warns when MAPI emails are not sent due to attachments exceeding the size limit.
5397917	Email threads are now maintained in their entirety even when they contain both text and HTML-formatted messages.
5990385	Emails now preview and print correctly when printing an email from the Email sublist using the Standard Email format.

Exchange Synchronization

| 4685893 | Entered passwords are now properly validated via the Test button when saving a new Exchange password from within Time Matters. |
| 5364141 | When the Contact first and last name fields are updated in Time Matters, the "Display As" and "Display Name" values for the Contact card and address book in Outlook now correctly update during the Exchange synchronization. |

Forms

| 5686293 | When selecting multiple classification codes from the codes lookup, the selected codes now |

display in the Codes field immediately.

Juris Link

6135177	When linking a Matter with Juris, the date fields are no longer changed.

Lists

4223939	When exporting list data to Excel, the column headers are now the classification code/ form style selected by the user or those of the records exported.
4941964	Sorting a search results list by a text field no longer blanks out the list when the search filter is on a customized date field and that field is also a text field for other records.

Notes

5411892	Clicking the Print button from a Notes form now displays the Report Specifications screen before printing.
5579570	Printing a Note record now prints both the header and memo information.

Outlook Synchronization

5972097	When choosing a staff to synchronize Events with Outlook, the selected staff is automatically saved and the related Events are synced.

PCLaw Link

5405939	Staff information is no longer removed from the Time Matters Contact when the PCLaw Client is updated from Time Matters.
5713386	Updates to the client or alternate address on the Matter PCLaw tab no longer overwrite the data for the second matter billing address in PCLaw.

Reports

4525288	Typing in a page number in the Report Preview GoTo field now displays that page number.

Standard Reports (Billing Matters)

4340657	The Receipts by Fee Allocation Report now displays accurate totals when payments are received from multiple sources.

TimeLine/ TimeChart

5121765	The adjusted column widths for the Timeline sublist are now retained when the contact or matter record is closed.
5471385	The Timeline sublist now stays on the selected record when that record is opened and saved.

Timeslips Link

4210831	The Status field on the Billing form now retains the selected option.

TM Connect

4946634	All email attachments are now automatically saved to Time Matters when the folder and file path names are longer than 157 characters.
5196371	Saving an email to Time Matters no longer locks up Outlook.

5392019	Saving an email as a Document now properly saves the email and includes the .MSG file extension in the file path.
5396150	Email attachments are now saved to the correct directory when Autonaming is enabled and a directory other than the files directory is used.
6197951	When saving multiple email attachments to Time Matters, the Autonaming feature is now available during the Document form preview.

TM Save

5257895	PDF files are now saved to Time Matters when the file is an email attachment and opened from Outlook.
5365963	The TM Save functionality is now available even when multiple instances of WordPerfect are open.

Trigger

4347506	A Billing form is now properly created with the specified Auto Entry form when the Billing form is initiated from a Trigger.

Known issues

To see the most current list of known issues for the Time Matters and Billing Matters software, visit the Time Matters Known Issues List.