

# Time Matters® 14

## Release Notes

### Obtaining the software

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Time Matters is available via the download link that appears in your product key email. Please email [pmsales@lexisnexis.ca](mailto:pmsales@lexisnexis.ca) or call us at 1-800-328-2898 to obtain your product key.

For assistance, please visit the [Time Matters Support Center](#), contact your LexisNexis® CIC (Certified Independent Consultant), or call LexisNexis Technical Support at 1-800-387-9785.

### Before you install

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Be sure to do the following before installing version 14.

- 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 14. To avoid this issue, first uninstall [Juris] Mobility and then install Time Matters 14. Once you have successfully created your Time Matters 14 database, re-install [Juris] Mobility.

In addition, as previously announced with the release of version 14, **technical support for the accounting functionality in all versions of Billing Matters** has been discontinued. The following features have been removed from Billing Matters in version 14:

- Accounts payable
- Chart of accounts
- Vendor lists and 1099 reporting
- Cheque-writing (if link to third-party accounting software is now enabled)
- Bank reconciliation
- Financial reporting
- Journal entries

If a firm has both TimeMatters **and** Billing **and** are not on version 14 currently, we recommend not upgrading to the current version until they have transitioned their accounting data to another system.

## What's new in this release

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### Time Matters® 14 New Features & Enhancements

#### New Calendar design

The Time Matters 14 software includes a new, single, unified calendar with a familiar look and feel to help you plan your day and meet important client deadlines.

New Calendar functionality includes:

- An additional **Work Week** view
- Drag and drop capabilities to change event dates/times and task dates on the **Daily** and **Work Week** views
- Automatic parallel view to see multiple calendars side by side (**Daily** and **Work Week** views only)
- Ability to use **Shift** or **Ctrl** keys to tag/select multiple records
- Event headers and descriptions will be displayed
- The color of event and to do headers are displayed on the **Daily**, **Work Week**, **Weekly** and **Monthly** views
- Special dates now work like all-day events, graying out the entire day

#### “In-place upgrade” capability

The software upgrade process has been improved in this release, reducing the downtime required to move from the Time Matters 13.x to Time Matters 14 software. In one case, a 157 MB Time Matters database took **40% less time to upgrade** from version 13 to version 14 than it did from version 12 to version 13. Your actual results may vary based on the size of your Time Matters database, network speed and server/workstation configurations.

#### Expansion of Time Matters Technology Platform

The technology underlying the Time Matters software has been expanded in this release. This expansion will enable the future delivery of additional new capabilities, software improvements and innovations to help you solve your clients' and your firm's challenges.

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