

HOFFBRAND
Consulting

and

HUMPHREYS
LAW

A Case Study

Gaining Control of Documents and Emails

netdocuments[®]

Introduction

Humphreys Law (<https://humphreys.law/>) advises clients in the space where corporate finance meets the technology economy.

More recent work has included advice on:

- Enterprise Management Incentives (EMI)
- Growth Capital Investments
- Venture Capital Investments
- General Data Protection Regulations (GDPR)

Control of Documents and Emails

From the beginning, Humphreys Law worked with the Microsoft Office 365 service which included access to OneDrive for Business for document storage. Folders were set up according to requirements, but it soon became clear that it was impossible to impose a filing structure.

Humphreys Law founder, Henry Humphreys, needed technology to help lawyers with their work without becoming a barrier to their progress. The systems needed to match the firms' direction by using the cutting edge of technology - cutting edge but still strongly established in the market.

The firm has seen tremendous growth since its inception in September 2017 and Henry, like all business owners, recognised that if his firm was to be the success that it deserved, one of his most precious assets, documents and emails, needed some level of control and governance before the size of his growing business meant they got out of control.

From the beginning, it was important for Humphreys Law to be a forward thinking and dynamic law firm with technology to match. Henry's experience working in other law firms that relied on traditional computerised systems caused him to recognise that this model was not going to be right for Humphreys Law. It was not going to take a progressive firm where it needed to be.

Why NetDocuments?

Humphreys Law, and Henry Humphreys in particular, quickly established a strong reputation for working in the venture and growth capital environments. With matters like this and in common with all legal matters, security of client data was vital.

Henry concluded that his primary requirements were quite simple:

- modern, cloud-based technology;
- inherent security of documents and emails;
- for fast-moving matters, access from anywhere and on any device;
- very high availability;
- reasonable purchase and implementation costs.

When Henry reviewed the market, it became clear that NetDocuments provided the service most suited to his needs. In particular, the system provided:

- a cloud first service;
- the most up-to-date security required from any client;
- strong integration with Microsoft Office 365 for both PC installed software and the online versions of the Office applications;
- powerful searching capabilities;
- strong email integration;
- the knowledge that many other law firms, both large and small, were using the NetDocuments service.

After a market review, Henry felt confident that with NetDocuments, his cost requirements would be met.



Why Hoffbrand Consulting?

Part of Henry's investigation and market review involved looking for suitable organisations to implement NetDocuments for Humphreys Law. Whichever organisation he would choose, it would need to have the right credentials with NetDocuments. Having thoroughly reviewed all his options, Henry decided that the services offered by Hoffbrand Consulting would be the most suitable for his needs.



To minimise cost and start working as quickly as possible, Henry agreed with Paul Hoffbrand that the setup of NetDocuments should be as simple as possible and yet functional for his lawyers.

The system was set up and configured to Humphreys' own requirements, and all users were trained, on time and within budget.

The user training was delivered online and very quickly soon after, documents and emails were being saved into NetDocuments.

The initial contract with Hoffbrand Consulting included a level of support after the setup had been completed. During the implementation project, Henry had several questions about NetDocuments and other more general aspects of technology that he needed answering. He got in touch with Paul Hoffbrand who was able to provide the advice needed.

Henry Humphreys has since awarded an on-going contract to Hoffbrand Consulting for its Enhanced NetDocuments Support service.

The Future

Humphreys Law can now manage its documents and email easily and, unlike the traditional document management systems, with no additional server hardware needs. Henry trusts NetDocuments as an established provider of a secure, cloud-based technology to look after his documents and emails.

When adding NetDocuments to the mix with Microsoft Office 365, Humphreys Law can let both existing and prospective clients know that their documents:

- are carefully managed by a trusted provider;
- are secure;
- are highly available and risk free;
- are accessible by them;
- can be worked on collaboratively.

With NetDocuments in place, Humphreys Law has information governance and control of its most valuable assets, documents and emails. With this, Henry Humphreys can take on new business with the knowledge that client data is stored safely, in a risk free and trustworthy, cloud-based system.

Additionally, Henry can welcome new members of staff into the firm with the knowledge that they will quickly get up to speed following Paul Hoffbrand's online training sessions and be comfortable with NetDocuments very quickly.

Henry is looking forward to welcoming more new staff into his already prestigious team.

Comment

Henry Humphreys noted:

"By standardising the way everyone works with a matter file, NetDocuments supports our ambitious plans for growth and expansion while maintaining our client service by efficiently managing our documents and emails.

We are now saving all business-related documents and emails in NetDocuments and have completed the move away from OneDrive.

Paul Hoffbrand of Hoffbrand Consulting provided us with an incredibly high level of service not only with the setup but with support. Paul's level of knowledge of NetDocuments is impressive and his relationship with NetDocuments is of value to us.


While Paul's contract is for NetDocuments support, his capabilities extend to other areas of technology and I know I can rely on his fast responses."




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