



Time Matters Features by Version

Time Matters 2022

Released in May 2022

- E-signature: Send documents from Time Matters for e-signatures powered by DocuSign through InfoTrack.
- Streamlined upgrade experience: When upgrading from Time Matters 2021, database conversion occurs automatically in the background.
- Calendar improvements: Resolve conflicts in recurring events easier than ever. Check free/busy times without leaving the monthly view with our improved daily preview.
- Encryption using TLS 1.3 and TLS 1.2: Time Matters works with the latest protocols to protect endpoint communications, including email via SMTP and POP 3, and links to QuickBooks Server.
- Improved printing: We have updated our printer drivers for a more reliable printing experience.
- Compatibility updates: Time Matters is ready for Windows 11, QuickBooks 2022, 64-bit Adobe, WordPerfect 2021, PCLaw 2021, and PCLaw Enterprise 2021.

Time Matters 2021

Released July 2021

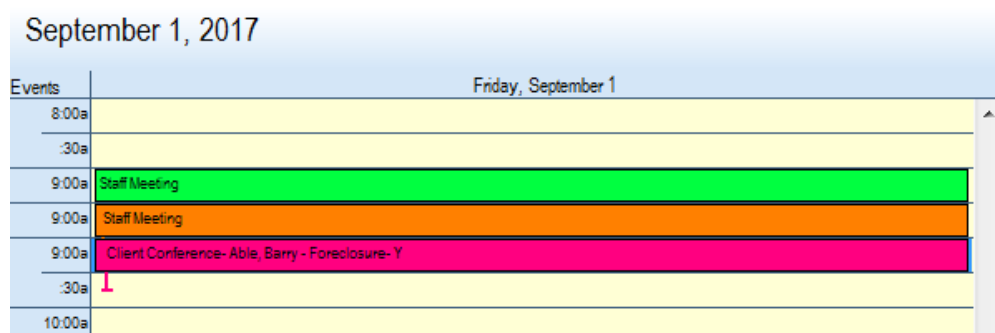
- File sharing with LawConnect. You can securely share your Time Matters documents with colleagues, clients, or even yourself using our new integration with file sharing services provided by LawConnect. No account or additional configuration in Time Matters is required. For more information, see: [File Sharing with Time Matters 2021 and LawConnect](#).
- Advanced docketing and scheduling with LawToolBox. This new integration provides automated rules-based calendaring for a broad range of case actions in thousands of state and federal courts throughout the United States. Requires the latest Exchange Synchronization updated for Time Matters 2021 R1, an active AMP Membership for Time Matters, and a LawToolBox account. For more information, see: [Advanced docketing in Time Matters 2021 with LawToolBox](#).
- Adobe Acrobat 2020. Support has been added for integration with Adobe Acrobat 2020 (Reader and Pro).
- QuickBooks 2021. Support has been added for integration with Intuit QuickBooks 2021.
- Juris 3.1. Support has been added for integration with LexisNexis Juris 3.1.
- SQL Server Express 2017. An option to install SQL Server 2017 Express has been added to the installer.
- Rolling workweek view calendar option. To help you focus on today and the week ahead, an option has been added to set the default calendar view to rolling work week.

Time Matters 16

Time Matters 16 released in October 2016 offers these enhancements:

- Return of the classic calendar (daily Detail View)
- Monthly and Weekly calendar fly out to view multiple entries on a date

- Support for Microsoft SQL Server 2016 and Windows Server 2016
- Document management integration with Microsoft OneDrive



Time Matters 16.1 adds these improvements:

- Mark multiple records Done or Not done from the Process menu
- Improved indexing and searching

Time Matters 16.2 has these improvements:

- Calendar flyout sizing based on user preference
- Better zoom capability on reports to screen, opening automatically to the preferred display size

Time Matters 16.3 has these improvements:

- Calendar Enhancements
 - o The Work Week calendar view can be configured to show seven days.
 - o The Work Week Calendar view can be set as the default opening window.
 - o The display of multi-day events can be set so they either span entire days or are flagged in the header only.
- Counts for Document Versions
- The document version tab provides a count of how many versions of a document exist.
- Email bills without printing

Time Matters 16.4 adds these improvements:

- Reengineered Microsoft Exchange Sync technology for calendar and contact synchronization on any device
- The Time Matters Save and Time Matters Connect functionalities have been refreshed to ensure reliability with all versions of Office, including Office 365
- Support for QuickBooks 2018
- Support for Adobe Acrobat and Acrobat Reader 2017
- Over 30 usability enhancements that address customer requests

Here's what's new in Time Matters 16.5

- E-filing with InfoTrack. E-file to certain courts from within Time Matters via InfoTrack e-filing services.
- Exchange Sync update for better performance and improved security.
- Updated Timeslips link.

- Integration is now compatible with:
Office 2019
QuickBooks 2019 and QuickBooks 2020
Timeslips 2019 and Timeslips 2020

In version 16.5 you'll also see the new branding for PCLaw | Time Matters, the new owner of Time Matters.

PCLaw | Time Matters

Time Matters 15

Time Matters 15 was released November 2015 and offers these enhancements:

- Enlarge font size of calendar, lists and forms in one easy step.
- Expanded copy function to copy settings such as security profiles, Power Views and Quick Tabs.
- Stabilized merge and alarm functions.
- Fixes to several technical issues.
- Support for Windows 10, Office 2016 and integration with newer versions of Acrobat, WordPerfect, Microsoft Exchange, PCLaw, Timeslips and Juris.

Time Matters 15.1 adds the following enhancements:

- Ability to save and retrieve document from OneDrive with Time Matters document form.
- Integration with QuickBooks 2016, Adobe DC, WorldDox GX4 and PCLaw 15.x
- New Move Document relocation command lets you move documents from one folder to another and update the file path on the document record.
- New Refresh List button
- Correction of several technical issues

Time Matters 14

Time Matters 14 was released late 2014 and includes:

- A new calendar design which includes a customizable Work-Week view.
- Redesigned setup process that performs an in-place upgrade. This means you will no longer accumulate past versions of Time Matters--the upgrade installs over the prior version, saving time with upgrades.
- Corrections to various issues reported in version 13 and earlier.
- Service Pack 14.1 adds:
 - In-place upgrade from v11.x and 12.x to 14.1
 - Juris Link Improvement: "Juris" tab added to the Contact and Matter forms
 - Correction of several known issues
 - Support added for QuickBooks 2015
 - Support added for Timeslips 2015
 - Support added for WordPerfect X7 (Limited Support)

Time Matters 13

THE FILE SHARING PORTAL WAS REMOVED IN A LATER VERSION

Time Matters 13 was released in October 2013 and features a **secure file sharing portal** to grant your clients or others access to documents profiled in Time Matters. Through integration with WatchDox, you can easily upload documents to the cloud with the access rights you set. Options include:

- Define who can access the document
- Determine what they can do with the document--view, print or download
- Prevent screen captures of the file by displaying only small areas at a time
- Identify the timeframe that they can access the document
- Track the file's whereabouts at all times and maintain an audit trail for compliance purposes
- Revoke access to files anytime

Contacts are notified of shared files by email and can view the files from any Internet-connected computer. Click [here](#) to view a video of this function.

Version 13 also adds:

- In program automatic scheduled backup option
- Matter color-coding on calendar
- Improved Time Matters Messenger performance

If you have an active Annual Maintenance Plan, you should have received the download information for this version. You will see a detailed Release Notes document on your download page. Please [contact us](#) for further information and upgrade assistance.

Time Matters 12.0

Time Matters 12 was released late 2012 and features a Time Entry Advisor, TMConnect enhancements and the ability to work with Contacts and Matters from Outlook.

LexisNexis introduced **Time Matters and Billing Matters 12** in December 2012. Here are the highlights:

- TM Connect with Outlook now has an option to save emails to Time Matters in Outlook (msg) format.
- The new Time Entry Advisor helps you view and manage capture billable time from the calendar and other Time Matters records.
- Time Matters for Microsoft Outlook allows you to work with Time Matters contacts and matters from within Outlook. (Outlook 2007 SP3 or higher required.)
- Save button (or CTRL+S) in Word, Excel and PowerPoint are now tied to TMSave for enforced document management.
- Billing Matters corrections and enhancements.
- Improved Time Matters PCLaw link.
- Improvement to Time Matters Timeslips link.
- Duration now required on events.

Service Pack 2 was released June 2013 adding:

- Support for Windows 8.
- Time Matters/Billing Matters QuickBooks link support for QuickBooks 2013.
- Support for Microsoft Office 2013.
- Support for 64-Bit versions of Microsoft Office 2010 and 2013.

- Support for Adobe Acrobat XI.

Time Matters Mobility was updated in April 2013 to add Document records access and the ability to email documents. Mobility now includes these record types:

Contacts
Matters
Billing
Calendar
ToDo's
Notes
Documents

Time Matters 11.0

Released April 2011, Time Matters 11.0 includes a Mobility feature that allows you to access certain Contact and Matter information and enter and view Billing records on a smart phone. There is nothing to install on the phone. Just install the Mobility Access Manager (separate from the main Time Matters 11 installer), and configure Mobility users in Time Matters. Edits made to Mobility are saved directly to your Time Matters database.

[Time Matters 11.0 Brochure](#)

Time Matters 10.0

Time Matters 10.0 was released in September 2009, and has significant improvements:

- SQL for all. No more Pro and Enterprise. Upgraders from Time Matters Professional will move to a SQL database.
- Desktop Extensions provide a way to view Time Matters information without opening the program.
- Enhanced TM Outlook Connect lets you assign Staff and Classification Codes to emails linked from Outlook.
- Enhanced Power Views, including 7-day, 30-day and 90-day activity views.

[Time Matters 10.0 Brochure](#)

Time Matters 9.0

Say "hello" to **User Defined Records**. Add up to five user-defined lists for storing data such as a cast of characters, closed files list or whatever you need to keep a record of that is not handled elsewhere in Time Matters. Version 9.0 also is visually improved with better use of color and a **redesigned calendar**, Power Views and Task Panel. Outlook users can now **connect multiple emails at once** to Time Matters. Version 9 lets you **search faster and easier** with a data indexer and list and global search boxes. View this presentation for more about Time Matters 9.0

[Time Matters 9.0: It's a Whole New Look Presentation](#)

Time Matters 8.0

Time Matters 8.0 added **automatic client-matter numbering** and control over the placement of the **Regarding Line** boxes. [Click here](#) for a list of other enhancements.

Time Matters 7.0

Contact and Matter Journals, Monitors to alert you when certain changes have happened in the database, Customizable Navigators, an In/Out Board to show you who's in the office and who's not, a News Reader and expanded report options for Billing Matters are some of the changes in Time Matters and Billing Matters 7.0.

[Click here](#) for a presentation of Time Matters and Billing Matters 7.0 new features.

Time Matters 6.0

[Click here](#) for a presentation of Time Matters and Billing Matters 6.0 new features.

Time Matters 5.0

Time Matters 5.0 introduced a full-featured billing option, **Billing Matters**. [Click here](#) for a presentation on this and other Time Matters 5.0 new features.

Time Matters 4.0

1. TM Insider pastes data from Time Matters clipboards into Word or WordPerfect from within those programs.
2. TM Save – created Time Matters Document record from within Word or WordPerfect.
3. Clipboards may be defined for Program Level, User Level or Both
4. Full text Document Searching with built in DT Search engine. You can exclude text search indexes from backups.
5. Document checkout and check-in.
6. Document Viewer.
7. EMail enhancements including options to not send automatically, match e-Mail address to a Contact/Matter and clear Show on Inbox when RE field is completed.
8. PDA Support for new devices; adding Notes and Email synchronization; and RE line to inclusion options.
9. Feature Packager allows customizations to be “packaged” and used in other Time Matters databases.
10. User Level options improved including ability to copy sublist properties.
11. Data Entry Forms expanded to add 4 area types and new field types: Calculated, Zip Code, and Launcher, and Hidden.
12. Extended inheritance for Events and ToDo's puts a full copy of the source form into the new form.
13. Network update automatically updates a workstation with the latest service release installed at the server. Option to go to web to see if there's an update.
14. Labels and envelopes.
15. Merge templates now definable at the User Level or Program Level.
16. Record reconciliation for helping you to determine which version to save when the same record is opened for editing twice.
17. Saved tags lets you save records tagged for use later.
18. Can now Copy merge templates and other Setup items.
19. Incoming phone call notification will pop caller's contact record up.
20. Winfax Pro Link

21. Lexis-Nexis (research) link.
22. Enhanced customized reports.
23. Enhanced web search.
24. Expense item on Billing records.