

onepractice

A COMPLETE PRACTICE MANAGEMENT AND TRUST ACCOUNTING
SOLUTION FOR NEW ZEALAND LAW FIRMS



OnePractice is a robust, full-featured legal accounting and practice management system that minimises administrative overheads. You can improve practice productivity with an intuitive system that is easy to learn and use, whilst providing industry-leading financial integrity and auditability. OnePractice has been designed with advice from New Zealand Law Society auditors and complies with NZLS trust accounting regulations.

ONEPRACTICE has been designed by a New Zealand team of experts, specifically for the needs of Kiwi law firms. It is the culmination of 10+ years' development by experts with decades of experience in the legal software industry. The software continues to grow and improve with valuable input from our customers and other law industry experts.

Simplicity of use is what makes OnePractice stand out from other practice management systems. The intuitive functionality and familiar Microsoft Outlook-style interface means new users can be up and running very quickly.

A key feature of the OnePractice system is the powerful, advanced search tool – OneView. This allows users to search across the entire client and matter database quickly and easily, making clients and matters easier to find. You can also use our handy 'recents' and 'favourites' lists to navigate the clients and matters currently being worked on.

Key functionality:

- + Combined ledger trust account
- + Client and matter management
- + Easy to use time, cost and value recording
- + Smart, flexible billing workflow
- + Integration with Xero
- + Advanced search tool
- + AML/CFT compliance management (in conjunction with OneDesktop)
- + Workflow (currently in development)
- + Interest Bearing Deposit management
- + Bank integration



All on-screen matter data is updated live, eliminating the risk of decisions being based on old data. The use of a familiar tabbed-ribbon interface gives users access to all relevant client and matter details in a single screen. This includes financials, documents, notes, billing and AML/CFT status.

OnePractice integrates seamlessly with OneDesktop document management, OneAuthor document assembly and OneCollect accounts rendered management packages. The full integration between software modules enables data stored in OnePractice to automatically populate documents, invoices and the like- and upcoming bidirectional data flow work will enable information to flow back from documents into the database.

We're very excited about our workflow development, set to be released in October 2019. This comprehensive functionality will help customers increase productivity and reduce business risk.

"The system is very straightforward and simple to use. I have used the two main competing systems before and find the OneLaw system better in all respects."

– **Diane Newenham, Registered Legal Executive & Trust Accountant, Davidson Legal, Christchurch**

"Our team are thrilled to have purchased OneLaw – it is wonderful to have a product that has clearly had input from an experienced trust account operator – it is extremely user friendly."

– **Kim Penketh, Principal, Penketh Property Law Limited, Nelson**

"The transition to OneLaw was great, The data transfer went smoothly with no problems. I couldn't have asked for more."

– **Sheree Bennett, Practice Manager, BlackmanSpargo Rural Law Limited, Rotorua**

SOFTWARE DEMO

You can see a full recorded demonstration of the latest version of OneLaw software.

[OnePractice demo](#)

ONECOMMUNITY

Our online helpdesk and community module, OneCommunity, is free to all users.

[OneCommunity demo](#)

XERO INTEGRATION

We have developed integration with Xero to give you and your accounting team a better view of your financials.

[Xero integration demo](#)

Or [contact us](#) to arrange a personal demo for your firm.

Sale unit 2 Walker Drive (0069.1) - created 22/10/2020

Client: Walker Mr Paul John & Amanda Michelle **Customer Due Diligence Required**

Description: Sale unit 2 Walker Drive

Fee Type: Conveyancing - Urban test

Trust Account: BNZ Trust Account

Default Time Rate:

Date	Type	Reference	Narration	Billed	Funds Out(\$)	Funds In(\$)	Balance(\$)
14/03/2022	Rct	R001090	From: Walker Mr Paul John & Aman costs			1,049.00	0.00
30/11/2019	Fee	I 001094	Our fee	I 001094	1,150.00		1,049.00
30/11/2019	Jnl	JNL6	To: Acme Hardware Limited. Sale Lo For: transfer to pay costs		50.00		101.00
30/11/2019	Pmnt		To: High Court filing fee	I 001094	250.00		151.00
30/11/2019	CNM		Company Name	I 001094	99.00		401.00
30/11/2019	Rct	R001044	From: ANZ Bank Limited bank contribution			500.00	500.00

Financial Summary

Trust	0069.1	0.00
WIP		1,631.90
IBD		0.00
AR		0.00
Estimate		0.00
TFC		0.00
Headroom		0.00

Time Recording

22/07/2022

July 22, 2022

07:54

08:00

08:10 Client: Walker Mr Paul John & Amanda Michelle
Matter: Sale unit 2 Walker Drive
\$180.00

08:15

08:24

08:30

08:34 Non WIP Time
Office administration

08:43

08:54 Client: Acme Hardware Limited
Matter: Sale & Purchase
\$80.00

09:00

09:08 Drafting a

09:15

09:18 Client: Acme Hardware Limited
Matter: Sale & Purchase

Welcome to OneCommunity

How can we help?

Search

Training videos

Quick help articles

Upcoming events

Forums

FAQs

Development voting

Online manuals

White papers

Documentation

Support tickets

Bulk Billing

Billing Candidates Draft Bills

Search Filters

Manually billed where ready

Manually billed, WIP > \$0.00

Account Client

Favourites

- Agnew, J R Mr & Broadbent, /
- Amanda Mock (0004)
- Company One (0020)
- Custom Design and Build Lim
- Four & Five Partnership (0023)
- John Revis & E Ayer Partnersh
- Rogers, Ian John & Michelle J.
- Smith & Brown Limited (0065)
- Smith, John Williams Mr (006
- Smith Dan & Margaret (00
- Three, Andrew Mr (0022)
- Walker Mr Paul John & Aman
- Williams Miss Jayne Anne & S

Recently Used

- Acme Hardware Limited (0
- Smith, Nadine Paula Miss (005
- Walker Mr Paul John & Aman
- Amanda Mock (0004)
- This Way & That Limited (007)
- Rejuvenation Foundation (001
- Demo, John William Mr (0090
- Smith Tammy & John Willaim
- Smith & Co
- Adams Rose Ann & Howard B
- The Others Limited
- Smith, John Williams Mr (006
- Smith Mr Andrew George
- Smith, John Andrew Mr (0058

IMAGE TOP

OnePractice screen showing OneView search (left), client and matter information (centre) and time recording (right).

BELOW RIGHT

The OneView search function in action.

BELOW LEFT

OneCommunity knowledge base and community space, available a single click from the OnePractice software. This module is free to all users, and includes event invites, training videos, manuals, development voting and more.