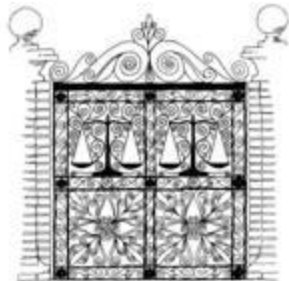# USING TIMEMAP SOFTWARE
TO SUCCESSFULLY
GATHER INFORMATION FROM CLIENTS
&
WHEN PRESENTING EVIDENCE IN COURT

SOUTH CAROLINA ANNUAL MEETING
TECHNOLOGY COMMITTEE CLE
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Helping Individuals
Cross Thresholds
to New Lives

One of the most useful tools in my practice is a software program called TimeMap, which was developed and sold by CaseSoft Corporation. This software program enables attorneys to simplify multiple case facts into an understandable, clear and chronological visual, which allows lawyers, clients, staff and judges to quickly grasp many case facts in an organized manner.

Whether a case involves a business dispute or a divorce, clients are often nervous and sometimes scared when meeting with an attorney for the first time. Their tendency is to at times throw many facts and issues at the attorney in a non-chronological and sometimes convoluted manner. TimeMap software helps solve the problem of attorneys having to mentally follow a story which jumps from beginning to end and then to the middle and beginning again without blinking an eye!

TimeMap, however, makes the process of gathering information at the initial consultation easier because it enables the interviewing attorney to gather the material in a comprehensive understandable way. The software allows one to quickly enter basic information, such as date of the marriage, children's births, purchases of significant assets, graduation from post-graduate school, moves, job changes, separation date and the like, to enable the client and attorney to quickly see a picture of the important case facts. The system not only calms a nervous client, but it also impresses them. The printed TimeMap document looks extremely professional and indicates to the client that the attorney has a pretty good understanding of some of their situation from the very beginning. If a potential client is trying to decide between several firms, the software can be the deciding factor in getting the potential client to hire your firm.

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The software also enables your firm to begin a chronology that they can use in a variety

of ways throughout the case.

1. When preparing for a Temporary Hearing;

2. When preparing for Depositions;

3. When taking Depositions;

4. When getting new co-counsel or staff members up to speed on case facts;

5. When discussing settlement proposals;

6. Assisting a mediator at mediation;

7. When preparing our Arguments for Trial;

8. When preparing Witnesses for Trial;

9. As a Trial Exhibit;

   a. On Direct Examination;

   b. On Cross Examination;

   c. To contrast case law with the facts your case; and

   d. When summarizing facts to judge

While TimeMap's impressive format gives the appearance that few are capable of using

it, it really is easy to learn! The newer version also has many bells and whistles, which the

company added after listening to the needs of lawyers who made suggestions about how to make

the program even better.

With only a little practice, anyone can create an impressive document that visually

explains a great deal of information in one simple image. In addition, the organization of

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chronological facts allows the software to *memorize* the information which frees up the attorney's time to concentrate on more important issues such as themes and case strategy.

Using TimeMaps in court helps your witness' testimony in conveying facts to the judge and/or the jury in an organized fashion. The illustration also enables the judge to concentrate on other more important matters rather than trying to focus on keeping track of the myriad dates presented to him through many different witnesses.

Other useful benefits is the software's ability to email TimeMap images to others, including professional copy companies which can enlarge the image for use in court on foam boards. Time maps can be saved and sent in JPEG format, GIF format, or Windows Metafile. The program will also print a terrific illustration with a simple, color desk printer so the attorney can provide hand-outs to the judge, witnesses, jury and opposing party at trial along with the large blow-up exhibits.

TimeMap is also easy to use *live* in court on a large screen with an Elmo device, and version 3.1 allows the attorney to cross reference date facts to actual documents by referencing a "paperclip" *attached* to an event entry.

Finally, one of the most useful ways to use the software is as a simple color visual. If you are illustrating all the occasions when a father spent time taking the child to therapy sessions and color those events blue, and illustrate all the occasions the mother took the child to therapy in pink, a visual is created which illustrates an obvious point with just two colors. If the exhibit is covered in blue with little pink, the point is simply yet powerfully made that father is more involved in the child's therapy than the mother.

By calling 904.273.5000 or going to Case Soft's website, www.casesoft.com, you can sample the software for one month for free or you can also purchase the software at $199 per user license. They also offer discounts for multiple licenses, and each license comes with three months of maintenance, including all upgrades and phone support for any questions. A year of TimeMap Extended Maintenance is $50 per user license. The current version of the TimeMap software is TimeMap 4.

CaseSoft also offers other very useful litigation software such as CaseMap 8.5, NoteMap 2, TextMap 5 and DepPrep 1. Each of CaseSoft's other programs also offer useful tools to assist family court attorneys to successfully advocate for their clients.