

Matwala Vyas LLP



South-east law firm

EMBRACES DIGITAL
DICTATION TECHNOLOGY
TO INCREASE
PRODUCTIVITY

Iford-based Matwala Vyas LLP (MVLLP) has selected SpeechWrite Digital as its technology partner to upgrade its digital dictation and workflow technology. The firm recognised that it should become more technologically streamlined, to meet the current requirements of its local, national and international communities.

THE CHALLENGE

MVLLP specialises in property, immigration, criminal defence and family law. In 2015 the company was still using an analogue dictation practice, to create and audio-type recorded files into litigation prose and correspondence. This was identified as a key area for technological improvement.

Christopher Ogden, Practice Manager at MVLLP explained: "The principle aim was time-efficiency. We were creating large quantities of recorded notes, which were sporadic in the way they were distributed to our clerical team for processing. This resulted in unpredictable strains on workloads and ultimately affected the speed we could turn around documents. We knew there had to be a better way of handling our document workflow."

OBJECTIVE

- Improve document workflow and time efficiency

SOLUTION

- Philips SpeechExec Enterprise

THE BENEFITS

- Quick and easy file generation
- Optimised administration resources
- Quicker response times to clients
- Crystal clear sound quality
- Uncompromised security
- Report generation for company analysis
- Optimised post-sales support and product training



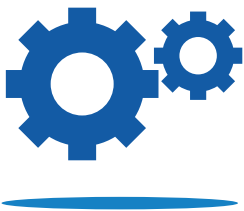
“The ability to share work in busy periods has been revolutionary for our firm..”

THE SOLUTION

Following consultation, SpeechWrite Digital offered the firm a 30-day in-house trial of a leading digital solution from Philips – SpeechExec Enterprise for office workflow automation and SpeechMikes for applied data capture from the fee-earner. The trial impressed the firm and the team adopted the new system.

All seven fee-earners found the SpeechMike intuitive and comfortable to use, with the added benefit of being able to personalise the operational buttons to their own

preferences. The solicitors were able to record and profile their client reports and route them to the secretarial team using just the device itself. Meanwhile, the administrative team recognised the advantages of no longer having to wait for the traditional cassettes and work was conveyed in manageable amounts.



“ The ability to share work in busy periods has been revolutionary for our firm. We have been able to maximise our clerical resources, with both a crystal-clear digital recording method and a well-structured workflow system, and can now deliver an even better service and quicker response time to our client base. ”

Christopher Ogden,
Practice Manager for Matwala Vyas

► **Workflow has seen a dramatic improvement. The Enterprise solution offers the ability to view dictations and transcripts required across the business, resulting in the monitoring and assigning of work in line with resources available. This ensures increased productivity and ultimately a quicker response time to clients.**