

**KESTREL | ADERANT TRAINING SERVICES**

**ADERANT PREFERRED IMPLEMENTATION PARTNER**

As an exclusive law firm consultancy Kestrel has been engaged at many of the top global law firms and many other UK/European firms over the past 13 years. Our consultants, with an excess of 70 man years of legal implementation experience, have brought about valuable business change in respect of strategic services, practice management and enterprise management.

Kestrel has been a preferred ADERANT implementation partner since 2008 and has been implementing ADERANT (CMS, CMS.net, Expert and GoldenGate) for the past 13 years. During this time Kestrel has provided numerous training courses based on the standard ADERANT functionality, as well as supplementing the training with Kestrel's 'lessons learnt'/ 'best practice'/ 'hints & tips' which makes the application of the training material even more relevant to the legal business and back-office users.

Kestrel has also adapted our training courses to be more relevant to the 'role' the attendee performs in the business as opposed to delivering standard system modular training.

**ADERANT TRAINING MODULES**

1. Front Office Training
2. Conflict, Client and Matter Inception Support Team
3. Finance Team
4. Developers



**ADERANT | TRAINING DELIVERY**

**PROJECT TEAM AND END USER TRAINING**

**TIMING OF TRAINING DELIVERY**

Training can be delivered on the Client site using a copy of the Client's database making the training even more relevant to the attendee.

Alternatively the training can be delivered offsite at Kestrel's bespoke training facility in London, using Kestrel's training database.

Kestrel provides training both at the start of a project for the project team (and other business sponsors) as well as client ('end-user') tailored training prior to go-live for the Client's business and back-office users.

Training at the start of a project is aimed at familiarising the project team with the ADERANT system, noting significant areas to consider when making decisions on the application of the software during the project design phase.

Training prior to go-live is tailored according to the Client's requirements and system design. Kestrel's experience in designing and delivering Client bespoke training is renowned and Kestrel are well versed at adapting the training delivery to the very many roles and audiences at a legal firm.

**CONTACT KESTREL TODAY:** [www.kestrel-bs.com](http://www.kestrel-bs.com)  
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>1   FRONT OFFICE</b></p>	<p style="text-align: center;"><b>SEE AN IMMEDIATE RETURN ON INVESTMENT</b></p>
<p>Ensuring that your Fee Earners use the system correctly at go-live and see their immediate ‘return on investment’ is key to the delivery of this training. Ensuring the Secretaries are confident in using the new system will ensure that your Fee Earners have the support they require from their first line of support.</p> <p>This training is delivered prior to go live and supplemented by post go-live ‘floor-walking’ support and ‘refresher training sessions’.</p>	<p><b>PARTNERS &amp; FEE EARNERS</b></p> <ul style="list-style-type: none"> <li>- Fee Earning Dashboard</li> <li>- File Opening &amp; Conflict Management</li> <li>- Time Entry</li> <li>- Prebills &amp; Billing</li> <li>- Reporting</li> </ul> <p><b>SECRETARIES</b></p> <ul style="list-style-type: none"> <li>- Fee Earning Dashboard</li> <li>- File Opening &amp; Conflict Management</li> <li>- Time Entry</li> <li>- Prebills &amp; Billing</li> <li>- Reporting</li> </ul>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>2   SUPPORT TEAMS</b></p>	<p style="text-align: center;"><b>MANAGING THE DATA IS KEY TO A SUCCESSFUL SYSTEM</b></p>
<p>Often overlooked is the key training required by the team responsible for data maintenance in your system. Without effective and accurate data set-up, any output from the system is likely to be misleading, incorrect.</p> <p>This training is delivered at the start of your project to your project team and then tailored according to the Client’s requirements to be delivered to the relevant users prior to Go-Live.</p>	<p><b>MODULES INCLUDE:</b></p> <ul style="list-style-type: none"> <li>- File Opening (including Workflow)</li> <li>- Conflict Management</li> <li>- Personnel Set-up</li> <li>- Client Inception</li> <li>- Matter Inception</li> <li>- Fee Rate Hierarchy (including overview of rates at Prebill &amp; Billing)</li> <li>- Reporting</li> </ul>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>3   FINANCE TEAM</b></p>	<p style="text-align: center;"><b>CONSTRUCTING A MEANINGFUL FLOW OF TRAINING IS CRITICAL</b></p>
<p>Depending on the size of your firm, the ‘finance’ modules will be used in varying degrees and ways by different employees. Kestrel will work with your firm to construct a meaningful flow of training to ensure your employee understands, not only their own area of responsibility, but the effects of the inputs and outputs of their area of responsibility. This is especially key in the ongoing maintenance of a successful system.</p> <p>This training is delivered at the start of your project to your project team and then tailored according to the Client’s requirements to be delivered to the relevant users prior to Go-Live.</p>	<p><b>MODULES INCLUDE:</b></p> <ul style="list-style-type: none"> <li>- Personnel, Client, Matter Inception</li> <li>- Fee Rate Hierarchy</li> <li>- Time Entry</li> <li>- Expense Entry</li> <li>- Disbursement Entry</li> <li>- Accounts Payable</li> <li>- Prebill and Billing</li> <li>- Accounts Receivable</li> <li>- Trust Accounting</li> <li>- Credit Control</li> <li>- General Ledger Set-up</li> <li>- General Ledger Maintenance</li> <li>- Discussion on reporting for each area</li> </ul>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>4   DEVELOPERS</b></p>	<p style="text-align: center;"><b>TRAINING ON ADERANT’S CUSTOMISATION TOOLS</b></p>
<p>Kestrel provides training on the customisation tools provided by ADERANT which Clients use to develop and maintain their systems developments.</p> <p>This training is usually delivered post go-live although some Clients prefer an introduction to these areas at the start of a project to ensure they fully understand the capabilities and restrictions of the software.</p>	<p><b>MODULES INCLUDE:</b></p> <ul style="list-style-type: none"> <li>- ADERANT tables</li> <li>- Report Writer</li> <li>- End-User Customisations</li> <li>- Docudraft</li> <li>- Workflow</li> </ul> <div style="text-align: right;">  </div>

