

# What Tools Do Lawyers Use?

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## Essential Attorney Tools, Legal Technology, and Equipment Every Law Firm Relies On

Every successful law firm runs on three things: trust, time, and tools. While client trust and billable time come from your people and processes, the right attorney tools and legal technology keep everything running efficiently behind the scenes.

So, what tools do lawyers use to manage cases, stay compliant, and serve clients effectively? Today's answer includes a mix of specialized legal software, modern office technology, and essential legal equipment that supports daily practice inside and outside the office.

From case management platforms to [billing systems](#), document tools, and secure hardware, lawyers rely on technology to stay organized, productive, and profitable. Below is a practical overview of the most important tools lawyers use, which ones are essential, and how the right technology can simplify your firm's operations instead of complicating them.

## Law Firm Software: Core Legal Tools Lawyers Use Every Day

Because of strict compliance requirements, confidentiality obligations, and complex workflows, law firms rely on purpose-built legal technology to operate efficiently. These attorney tools are designed specifically to support casework, billing, trust accounting, and client communication.

While the list of legal software tools can feel overwhelming, platforms like TimeSolv help reduce complexity by bringing key systems together. Instead of juggling disconnected tools, firms can manage timekeeping,

billing, payments, documents, and client relationships in one streamlined environment.

## Legal Practice Management Software

Legal practice management software is one of the most foundational tools lawyers use. These platforms centralize the day-to-day operations of a law firm, including matters, contacts, documents, deadlines, communications, billing, and trust accounting.

Modern, cloud-based legal practice management tools give firms:

- Anywhere access to firm data across devices
- Built-in trust and business accounting designed for law firms
- [Integrated time tracking](#), invoicing, and payment processing
- Reporting and compliance tools that reduce risk and build trust

Attorneys rely on these tools to simplify workflows, protect sensitive data, and spend more time on billable legal work instead of administrative tasks.

## Legal Research Tools

When people ask what technology lawyers use to build strong cases, legal research software is always near the top of the list. Tools like Westlaw and vLex replace manual research with fast, searchable access to statutes, regulations, and case law.

These attorney tools allow lawyers to upload briefs or pleadings, identify relevant authority, and verify citations across state and federal sources. By improving accuracy and saving time, legal research software remains an essential part of modern legal practice.

## Document Automation Software

Document automation tools help lawyers eliminate repetitive drafting and reduce errors. Instead of starting from scratch, attorneys use templates,

clause libraries, and automated data fields to generate contracts, pleadings, and client documents quickly.

This legal technology ensures consistency, improves turnaround times, and helps firms deliver accurate, client-ready documents more efficiently.

## **Legal Time-Tracking Software**

Accurate time tracking is one of the most important attorney tools for profitability. Without reliable timekeeping, firms lose visibility into how work is performed and risk underbilling.

Legal-specific time-tracking software like TimeSolv allows attorneys to log time immediately after completing tasks, whether in the office, in court, or on the go. Features like multiple timers, custom billing codes, mobile access, and offline tracking help reduce time leakage and improve billing accuracy.

## **Trust Accounting Software**

Trust accounting is one of the most sensitive areas of law firm finance. Specialized trust accounting software helps firms manage retainers, IOLTA accounts, and client funds accurately and compliantly.

Lawyers use these tools to:

- Automate trust transactions and invoice payments
- Monitor balances and trigger retainer replenishment
- Offer secure online trust deposits
- Perform three-way reconciliations
- Generate detailed compliance reports

Dedicated trust accounting technology helps firms avoid errors, meet regulatory requirements, and protect client trust.

## **Billing and Invoicing Software**

Billing and invoicing software is another essential legal tool that supports consistent cash flow. These systems help firms generate professional invoices, apply custom narratives, support LEDES billing, and send automated reminders.

When paired with accurate time tracking, billing tools help firms invoice faster, reduce accounts receivable, and spend less time on administrative work.

## **Legal Payment Processing Software**

Secure payment technology is now a core part of the tools lawyers use to get paid on time. Legal payment processing software allows firms to accept credit cards, ACH payments, and electronic checks securely.

Tools like TimeSolvPay support online payment portals, embedded invoice links, next-day funding, and optional surcharging. These features reduce payment delays and make it easier for clients to pay.

## **Legal CRM Software**

Client relationships are central to every law firm. Legal CRM software helps attorneys manage leads, streamline intake, and stay connected with clients throughout the engagement.

Unlike general CRM platforms, legal CRMs are designed specifically for law firm workflows and include tools for:

- Client intake and digital forms
- eSignature collection
- Automated follow-ups and outreach
- Lead tracking and conversion

Firms use legal CRM tools to improve client experience, protect marketing investments, and convert more inquiries into paying clients.

# **e-Discovery Tools**

Litigation often involves large volumes of electronically stored information. e-Discovery tools help lawyers collect, review, and produce digital evidence efficiently.

These legal technology platforms support advanced search, analytics, secure collaboration, and defensible workflows. By reducing manual review, e-Discovery tools save time and control costs while improving accuracy.

## **Standard Office Software Lawyers Use**

Not all attorney tools are legal-specific. General office software supports daily operations and complements legal technology.

## **Note-Keeping Tools**

Digital note-taking platforms help lawyers capture and organize ideas, reminders, and research across devices.

## **Project Management Software**

These tools help firms manage tasks, deadlines, and workflows so nothing slips through the cracks.

## **PDF Conversion Software**

PDF tools support scanning, OCR, encryption, redaction, and form creation for paperless workflows.

## **Document Management Software**

Document management tools provide secure storage, version control, and fast search across matters and teams.

## **Internal Communication Platforms**

Messaging and collaboration tools help legal teams stay aligned and responsive.

## **Accounting Software**

General accounting platforms like QuickBooks support firm-level financial management and reporting, especially when integrated with legal billing tools.

# **Legal Equipment and Hardware Lawyers Rely On**

In addition to software, lawyers depend on reliable legal equipment to keep daily operations moving.

## **Printers, Scanners, and Copiers**

Essential for filings, evidence, and compliance requirements.

## **Video Conferencing Equipment**

Supports remote consultations, hearings, and depositions.

## **Computers**

Fast, secure desktops and laptops power legal research, drafting, and billing.

## **Mobile Devices**

Smartphones and tablets give lawyers secure, on-the-go access to legal tools and client communications.

## **Digital Fax Solutions**

Secure, paperless faxing remains necessary for many courts and agencies.

# **Run Your Law Firm with Fewer, Smarter Tools**

So, what tools do lawyers use to make technology a benefit instead of a burden? The answer is integration. Too many disconnected systems

create inefficiency, errors, and lost billable time.

TimeSolv connects time tracking, billing, payments, and trust accounting so your firm can work more efficiently and stay compliant without unnecessary complexity. With fewer tools and better visibility, you capture more billable hours, improve cash flow, and keep your practice running smoothly.

Schedule a demo or start your free trial today to see how TimeSolv helps law firms use technology smarter.