

6 Reasons to Build Secure File Sharing and e-Signature Into Your Law Firm's CRM Processes

Any time new tech enters an industry, it's understandable that potential adopters are skeptical—especially in the legal industry. Tools don't just have to function well, after all. They also have to meet compliance requirements for security, confidentiality, and more.

So when you hear about secure file sharing and e-signature software, they may sound too good to be true. Perhaps it sounds too straightforward or too convenient to pass muster in a legal setting.

The good news is that e-signatures are secure and legally binding as long as they follow the Electronic Signatures in Global & National Commerce Act (E-Sign Act) and the Uniform Electronic Transactions Act (UETA).

Switch to [secure file sharing and e-signature for these benefits alone](#):

- Businesses can see 55-78% in total savings when they switch to using e-signatures
- e-Signature cuts down turnaround time on document signing by 80%
- When using e-signature, businesses can reduce processing errors by 90% on average

While file-sharing and e-signature can be helpful in numerous areas of your law firm, they're especially beneficial when you combine them with your legal CRM software. After all, your legal CRM is where a great deal of client contact takes place. Here are six reasons why you should consider combining these powerful tools.

1. Speed up the client intake process

To bring on new clients at your firm, you need them to sign contracts, read over documents you send them, and be able to communicate quickly. However, when you have to get a paper document signed, that means either you're sending it to a client securely through a courier, using certified mail, or requesting that they come to your office.

Any one of these processes can take days at a time. If you send mail, they may forget about it and leave it on their counter for a week. If you try to schedule a time for them to come in, they could forget about the meeting or endlessly reschedule it.

When you put file sharing and e-signature to work, though, they can speed the process up greatly. You can send client intake forms through secure file sharing, allowing leads to get started with no delay. When they send these files back to you, it directly integrates into your CRM software.

Every piece of information you collect from them will be in one place.

Plus, you can get their contract signed quickly and start working for them sooner. When you send them a [file with secure file and e-sharing](#), they can sign a document from anywhere on their smartphone, tablet, or laptop. So if they're at the grocery store, on break at work, or waiting to pick up their children from school, they can sign the contract and get it back to you in seconds.

2. Share large legal documents with clients in a snap

If you've ever sat in front of your computer for five minutes waiting for a document to load, only for the file to be too big, you know how much of a pain it can be to share large legal documents. (And legal documents always seem to be bulky!) So what is your process for sharing these large documents securely with your clients?

Much like with intake paperwork, contracts, and other documents that need to be shared, you could send these hefty documents via mail or courier. You could also ask clients to come into the office to pick them up. But none of those options are expedient or convenient.

Legal secure file-sharing platforms like [LexShare](#), on the other hand, offer unlimited storage space for file sending. Clients can review legal documents safely from a link in their email, making it easy for them to respond to you with any changes that need to be made or approve them with a signature. No printing or emailing is required.

Another benefit to secure file-sharing for large files, which tend to be more at risk than smaller files, is that tools like LexShare provide end-to-end encryption. That means that documents are secured from the get-go.

3. Collect evidence and other critical information in one place

Depending on your practice area, you may need to collect critical information and documents that are evidence for a case. When you have to do a lot of back-and-forth sharing with a client, you want a system to securely share information but keep it connected to the client.

When you [implement secure file sharing with your legal CRM](#), the files shared stay connected to their case. Clients can even take pictures and securely share them with you. All of this information is stored in the same place, so you can find it easily when you need it to complete case work later on.

4. Better security for your client's sensitive information

You may think that your small law firm is safe from hackers, but you're actually more vulnerable. Small businesses are [targeted in 43% of data breaches](#). Hackers know that small law firms are less likely to have as secure systems as big firms. Even if you encrypt your email server, once you send emails out of your system, they're as vulnerable as any other email.

Keep your clients protected with [secure file sharing and e-signature platforms](#) that offer bank-grade encryption and authentication. You no longer have to risk paper files being stolen, misplaced, or damaged when secure file-sharing platforms can encrypt emails from beginning to end.

5. Make things easier for your clients

Ultimately, your main goal at your law firm is to provide the best service possible for your clients. When you implement secure file sharing and e-signature at your law firm, you're doing just that.

Signing an e-signature on their smartphone is infinitely easier than coming into your office to sign something and with secure file sharing, clients can look at secure documents at their convenience. If they decide they want to look over a document again, all they have to do is check their email or client portal.

When you make systems in place easy for your clients, they'll keep coming to you for legal needs and may even recommend you to their friends.

TimeSolv integrates with LexSign and Law Ruler

When you're creating your legal tech stack, you want software that simplifies every part of your law firm. TimeSolv's [time tracking and invoicing software](#) makes it easy for you to capture every billable minute and convert them into accurate invoices.

Collect e-signatures and share files securely in collaboration with CRM by integrating with [LexShare/LexSign](#) and [Law Ruler](#). The LexShare/LexSign integration makes it easy for you to send documents and collect signatures straight from TimeSolv. Use Law Ruler's powerful CRM software to streamline the client intake process and collect information through client intake forms.

To see how these three software tools can maximize your tech stack and make your clients happy, [schedule a demo with TimeSolv](#) today.