

# Key Features To Look for in Online Billing Software

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Moving from desktop billing and invoicing software suites to an online billing solution can streamline the entire process of turning your billable hours into revenue with web-enabled features.

The best online billing programs are easy to use, and offer strong training and support to users. Because online software uses online delivery, users can access billable hours, and invoicing functions from anywhere. Even better, online billing solutions eliminate the need to pay for yearly upgrades as they are always up-to-date and maintain compatibility with the latest changes to QuickBooks and QuickBooks Online.

Online invoicing has even more key benefits, explained in the short guide below:

**Easy Collaboration**—The real power of the web is cloud-enabled collaboration. Bills and payments that live on the Internet can be accessed anywhere by multiple users, and users always see the latest version. This eliminates the need to search through e-mails and server folders for the latest updates. When you make an invoice online, you are able to access it online from any location.

Having your invoices online will allow your team to easily collaborate and customize invoices to specific client or project needs, giving managers real-time oversight of billing processes. Your team can quickly correct errors on invoices, and everyone authorized to view invoices—including clients—can see the changes immediately.

**Flexible Invoice Delivery**—Once you make an invoice online, you will want to have flexibility in your options for delivering invoices to clients. Most online billing programs allow you to deliver invoices by multiple methods. They will allow you to print out and mail invoices to your clients, or generate

easy to read PDFs for e-mail delivery. But online billing also enables other ways of managing invoice delivery such as cost-effective third-party print-to-mail services, and web-based delivery.

Web-based invoicing is one of the better options because it reduces the time you spend creating and delivering invoices, as well as eliminates the costs of mailing because your clients are able to log in, and view invoices and balances.

**Online Payments**—If your online billing solution offers web-based invoice delivery, you will want to be sure that your clients are also able to make payments online. Online payments enable quicker turnaround from billable hours to income, and greatly reduce time spent on billing processes. Invoices, amounts due, and payments can be seen in real-time.

**Outsourced Legal Billing**—Online billing is even more powerful for industries using specialized billing file formats and procedures. For example: law firms that follow UTBMS and LEDES for electronic billing can outsource their billing process. But because invoices are online, Firm Partners and other team members will have instant, real-time oversight and access to client accounts.

Before proceeding further, you might be interested in learning that [What to look for in legal billing software?](#) This will give you a clear understanding on how to increase productivity with efficient accounting and billing solution.

Are you ready to make an invoice online to see the features and benefits of online billing for yourself? TimeSolv's online time tracking and billing solutions offer these features (and more that you can explore) with a [free 30-day trial](#) that includes free unlimited support and training.